

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Dave Kaster, Vice Chair

Norbert Dantinne, Jr., Dave Landwehr, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, August 22, 2016

Approx. 6:15 PM (Or to follow Land Con)

Room 161, UW Extension

1150 Bellevue Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEMS LISTED ON THE AGENDA

****REVISED****

- I. Call Meeting to Order.
 - II. Approve/Modify Agenda.
 - III. Approve/Modify Minutes of July 25, 2016.
1. Review minutes of:
 - a. Board of Adjustment (July 18, 2016).
 - b. Harbor Commission (May 9, 2016).
 - c. Planning Commission Board of Directors (June 1, 2016).
 - d. Solid Waste Board (May 16, 2016).

Comments from the Public

Communications

2. Communication from Supervisor Bernie Erickson re: Holiday pay equal to scheduled hours for week.
Example: 8 hours work equals 8 hours holiday pay; 10 hours work equals 10 hours holiday pay.

Planning and Land Services

Land Information – No agenda items.

Planning Commission

3. Update regarding development of the Brown County Farm property – standing item.
4. Budget Status Financial Report for July 2016 (Unaudited).
5. **PUBLIC HEARING – 6:30 p.m. to obtain public comment regarding proposed repeal and recreation.**
 - a. Amendment to Chapter 21 – Land Division and Subdivision Ordinance.

Zoning

6. **PUBLIC HEARING – 6:30 p.m.**
 - a. Chapter 22 Brown County Shoreland and Wetlands Ordinance.
7. Budget Status Financial Report for July 2016 (Unaudited).

Property Listing

8. Budget Status Financial Report for July 2016 (Unaudited).

UW-Extension

9. Budget Status Financial Report for July 2016 (Unaudited).
10. Director's Report.

Airport

11. Budget Status Financial Report for July 2016 (Unaudited).
12. Departmental Opening Summary.
13. Discussion and action re: Demolition Bids – Old Flight Services Building.
14. Discussion and action re: Demolition Bids – Runway Tavern Demolition.
15. Director's Report

Referral from July County Board

16. An Ordinance to Amend Sections 4.49 and 4.57 of the Brown County Code of Ordinances Entitled, Respectively, as "Extra Pay" and "Policy". *Held until August meeting.*

Public Works

17. Summary of Operations.
18. Director's Report.
19. CTH MM Speed Limit Report.
20. Update regarding potentially reducing the speed on Dutchman Road to 45 miles per hour. *Motion made at May meeting: To have Director Fontecchio add additional signage he deems necessary and report back in 90 days.*
21. Report & Discussion re: Housekeeper Turnover - Department Vacancies Report as of June 2016. *Held until August meeting.*
22. An Ordinance creating Section 4.57(5) of the Brown County Code entitled "Overtime Compensation for Non-Exempt Employees of the Airport & Highway Department.

Register of Deeds

23. Budget Status Financial Report for July, 2016.
24. Departmental Opening Summary.

Port & Resource Recovery – No agenda items.

Register of Deeds – No agenda items.

Other

25. Audit of bills.
26. Such other matters as authorized by law.
27. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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ADDITION TO PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, August 22, 2016 @ 6:15 pm, Room 161, UW Extension, 1150 Bellevue Street, Green Bay, WI

Register of Deeds

- #23. Budget Status Financial Report for July, 2016.
- 24. Departmental Opening Summary.

News media notified by email/fax (8/19/2016).

Planning, Development and Transportation Committee and Board of Supervisors notified by e-mail (8/19/2016) and placed on desks (8/22/2016).

**PROCEEDINGS OF THE BROWN COUNTY
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, July 25, 2016 in Room 161, UW Extension, 1150 Bellevue Street

Present: Supervisors Bernie Erickson, Dave Kaster, Dave Landwehr, Tom Sieber, Norbert Dantinne
Also Present: Supervisors Schadewald, Lund, Moynihan, Clancy, Brusky, Ballard; Paul Fontecchio, Judy Knudsen, Nick Uitenbroek, Jeff Oudeans, Tom Miller, Dean Haen, Chad Weininger, news media and other interested parties.

****Audio of the meeting is available by contacting the County Board office (920) 448-4015.***

I. Call Meeting to Order.

The meeting was called to order by Supervisor Erickson at 6:22 p.m.

II. Approve/Modify Agenda.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve with the modifications to take 20 after 35a and move Item 35a after Comments from the Public. Vote taken. Aye: Sieber, Landwehr, Erickson; Nay: Dantinne, Kaster. MOTION CARRIED

Motion made by Dantinne, seconded by Supervisor Sieber to accept the agenda as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

III. Approve/Modify Minutes of June 27, 2016.

Motion made by Supervisor Dantinne, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

1. Review minutes of: (None)

Comments from the Public None.

Although shown in proper format here, Item 35a was taken at this time.

Communications

2. **Communication from Supervisor Schadewald re: This communication is my request that the annual payment from Duke Energy for the Shirley Wind Project be placed in segregated fund in the 2017 budget under the Health Dept. for use in a study of health effects of wind turbines on residents of Brown County. Referred from July County Board.**

Schadewald was informed last year that Duke Energy paid the county an annual payment by their agreement when they built the turbines. They informed it was already placed in the budget but now it's the next year and he is coming back before it's placed in their budget and ask to take out which causes hardship, he felt the prudent thing to do was take it out of the PD&T budget because Duke Energy was the wind turbine and the \$26,667 should be spent towards something related to wind turbines. He didn't want to surprise anyone when they got to the budget session. He felt it was prudent, the Board of Health has heard from a number of residents who would like that money used for health studies. He would like PD&T to recommend to the Executive that he move it ahead of time by building in the money they need beforehand.

Dantinne questioned why the Health Department didn't allocate tax money rather than take the payments which were being paid to the Planning Department. Schadewald would agree in the sense that a lot of people never

understood why it went to Planning. He didn't want to cut the Planning Department, but not say that these dollars came from Duke Energy. Lamine stated that when Duke Energy purchased the wind turbines they had gathered a lot of information from their office using the GIS and mapping information available in their office. As part of the conditional use permit they entered into with the town, there was an existing system that you didn't have the taxes that would be rendered in lieu of taxes for utility type operations. If it was a larger project, 2/3 would go to the county, 1/3 to the town that it was located in. This was a smaller project and did not hit that threshold, the town negotiated and said 1/3 would go to the county, 2/3 would go to the town. Because of the information that they had received with the GIS information and mapping information provided was helpful and to continue to fund some of those efforts and help them to reduce some of their costs for their Land Information Office. It's been added to their budget about seven to eight years and their biggest concern was if you take the money out, he had to fill that hole someplace with funds from the levy or the Executive or make cuts. Schadewald's intent was to replace funds from the tax levy versus Duke Energy. They all end up in the same; it was just where the money went. Lund stated that if they put the \$26,000 on the levy instead of Duke Energy and put it over to the Health Department, they would have to tax \$26,000 more. It was not a cost shift; they would have to raise the taxes or find the \$26,000 some other way. Unless they lowered the Planning's budget and raised the Health Departments'. Schadewald felt the understanding in budget was they were already doing that. Lund felt nobody had that number yet. Schadewald stated that's why he was saying, do it now before to they got to the point.

Landwehr supported the underlying idea, his concern was that they were just looking at the dollar amount was what they were getting from Duke. He questioned why they weren't looking at what they were looking to study and how much it was going to cost to study that and then talk to the Executive and work it through the County Board to fund what they needed to get the answers they needed to do what they did and leave that money alone. They were then not taking Duke's money to possibly work it against Duke. Schadewald felt it made sense if they were in a vacuum of just this committee and this department but the County Board was also telling the Health Department to start going over the complaints of Duke Energy but weren't getting any more money. In the big picture these were different things. The study part specifically, most people believed this was going to be a fairly big study and they needed someone who could help them. He suggested putting it in a segregated fund as they may not spend it next year, they may spend it on was how big of a study; there were some different allocations that it could be used for. Landwehr would be very supportive of the basic idea and of doing it for one year and then look at it again. He didn't want to make it permanent extra money to the Health Department indefinitely.

Lund stated wind turbines were all over the state and they weren't in a vacuum in Brown County. He didn't think \$27,000 was going to pay for much of a study as they can run millions of dollars. How could the county pay millions when there are turbines all over the state. He felt it was more of a state and national problem than a local problem and they needed to look for more global solution than just Brown County to shut down the Shirley wind turbines. They had to study all turbines and look at health concerns in communities in the entire country. If someone else wanted to put turbines in the county and they weren't already here, he would not be for putting turbines in without the results of the studies. The state gave the permit now because no one wanted them in their area.

Responding to Erickson, Schadewald informed that there were 80 documented cases of people complaining in the five year study that the Board of Health did. Everything Lund said the people understood, the State of Wisconsin had \$250,000 in their budget and then the governor said the legislature took it out, but who knows. Globally he was not sure but in the United States, the Board of Health was contacting the CDC, congress, congressional representatives, senators, etc. Erickson believed there were studies done locally regarding infrasound, Schadewald was speaking about a medical study and that's why he said health effects. The understanding was that Duke Energy was paying money to Brown County and the people living here affected by it would like to see that money go towards a health study. The Health Director made a decision based on the lack of medical studies. Everyone including the State of Wisconsin, more medical studies were needed. Erickson agreed with Lund and Dantine, that was nowhere near enough money. A discussion ensued as to where the money should come from and who they should recommend sending this to. Sieber stated to take this money and put it aside, the arena study was already set and they got \$25,000 to be included in the study. This was asking them to take a \$27,000 hole in their PD&T budget and put it aside, he was not in favor of that at all. In talking with the wind turbine people that have issues, they keep saying no more studies were needed, they had states and countries do studies and he had no idea what they could possibly study that hasn't been studied already. He didn't think it was Brown County's responsibility to find the solution to the

health problems of people next to wind turbines. It was a much bigger issue than Brown County and if someone came forward they could have that discussion. He would like to find out what is going to be different from that study from any other studies. He thanked Schadewald for coming and understood why the correlation was being made but wouldn't vote to fund the study directed or led by Brown County or in favor of spending or putting money aside.

Supervisor Brusky stated that although this was an issue on the worldwide stage, if they could make an impact on the local level, it would be instrumental in changing things worldwide and someone had to start somewhere. There were studies in Portugal and all over the world and they needed to do what they could in Brown County for their citizens. It might not be a study; it may be funds to put aside for something to impact this. Individually supervisors were working on things and they didn't know what direction to necessarily go. She felt they could make an impact in Brown County and supported this.

Kaster questioned why they couldn't use a study that had already been done without doing another one? Schadewald informed that these turbines were some of the biggest ones and they were also located 1,250' from people which is different than other places. He understood why the Duke Energy money went in there originally but he didn't understand it right now.

Sieber informed they didn't have any authority to tell Duke to shut off the turbines and they could end up having money just sitting for a study. If they can't get them to turn it off, they won't have a study. There was no reason this money had to come out of PD&T. If this was important enough the board could budget for it and not take Duke Energy's money. Schadewald stated their committees heard from the people and agreed, why should the money go to Planning and Development and he couldn't answer them. Sieber felt the other committees could make a recommendation on how to fund it and didn't think it should come out of that money.

Motion made by Supervisor Sieber, seconded by Supervisor Dantinne to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

3. **Communication from Supervisor Erickson re: Look into the possible purchase of the property located on the Fox River at Broadway and West Mason Street to be used as port expansion that adds to the economy of Greater Green Bay and Brown County. Held for 90 days.**

Port & Resource Recovery Director Dean Haen stated they talked about doing the Port acquisition strategy that the Harbor Commission was working on; he did not know where the city was with the Bullfrog stadium.

Motion made by Supervisor Dantinne, seconded by Supervisor Landwehr to suspend the rules to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Jim Schmidt – City of Green Bay Mayor

Schmidt stated there was no communication, Haen didn't know anything about it, and they didn't know anything about it. Erickson interjected that they were just wondering if it became available. Schmidt didn't understand why this had to be in the press and the paper and why like everyone else they couldn't call their office to talk about it. They were willing to talk but the communication with the county was not good. They were more than happy to talk with them, they had applied for grants to reinforce the wall around this piece of property, and they want a tax base. It was an active site for them. If they were interested, they would ask the county to follow the process like they were doing for the last 150 years instead of the front page of the paper. He didn't understand the communication. They were happy to talk to the county about anything, although he wanted to say that they had a proposal in September that looked and felt good. They preferred not to work through the press and preferred to work with the talented people the county had on staff.

Motion made by Supervisor Dantinne, seconded by Supervisor Landwehr to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.

MOTION CARRIED UNANIMOUSLY

4. **Communication from Supervisor Sieber re: To conduct a drainage study along County Highway A and I. Referred from July County Board.**

Sieber informed he had a number of calls regarding CTH A, talking about drainage; they had a lot of development in that area. He walked to Public Work Director Fontecchio and he said a consultant could do a drain study for them for around \$25,000. He was asking to bring this forward so it be included in the budget during the budget process, that the study be conducted to see what they were dealing with and how big of a problem they had and how much it would cost to fix. There were a number of areas on Nicolet Drive where it was built up higher than the water runs off into the bay. They had always had ditching there that would be able to collect the water and with the amount of urbanization in the Red Smith area and off Nicolet Drive, a lot of that water where it used to go into the ditch, the ditch had filled in over the number of years that the water was coming in and just going over the road and right down into people's homes that were living out there. They were concerned that after they fix one, they make a hole in another one. The study would give a better handle at what they were dealing with and how much it would cost to fix.

Fontecchio added that they had ledge rock there and people with homes that their basements went into that ledge rock which was compounding the problem. Some of those ditches along A were pretty shallow. They couldn't go deeper with the ditches or they would be in the ledge rock. It was a little bit of a unique situation. They will want to coordinate their efforts with the City of Green Bay. All they had was their county highways, which was a long skinny corridor and the drainage study was a bigger geographical area. It was more than they could handle in house because it was unique; their staff was staffed to handle their projects on a yearly basis. Before they spend \$25,000 on a study, Dantine questioned if the City of Green Bay's Engineers could do a study on it? Fontecchio would guess that they don't have the background as this was pretty specialized but they can incorporate that in their discussions. Dantine would hate to spend more money on a study as they were constantly studying things. Erickson informed that this had come before this committee before and there were people there, a lot of them that had a tendency of dumping their grass and leaves in those ditches and it wasn't a natural fill-in. They were being clogged and congested. Landwehr stated that to some extent it may be the case but that's where the Highway Department did trash pickup and inspection and he would assume that someone was reporting it and sending letters to clean up or get billed. He felt it probably went deeper than that.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to send this to staff and bring back in 60 days. Vote taken. MOTION CARRIED UNANIMOUSLY

UW-Extension

5. **Budget Status Financial Report for May 2016.**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

6. **Budget Adjustment Request (16-56): Any increase in expenses with an offsetting increase in revenue.**

UW-Extension in conjunction with Jackson County, had received a Farm Safety Grant to produce education resources for Agricultural Chemical Safety in Spanish in the form of videotapes and curriculum materials. Budget impact - \$1,500.

Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

7. **Director's Report.**

Knudsen reported on the following:

- They were getting ready for the Brown County Fair, August 17-21, 2016.

- They received \$25,000 in Outlay for 2016 to be used for the construction of a greenhouse out back to use for programming efforts and training individuals with cognitive or physical disabilities, high functioning, to work in the greenhouse industry as there was a huge shortage of employees that will work in greenhouses.
- They had been piloting and doing camps for kids this summer: They just started their 2nd robotics camp at UWGB for middle school kids on building and programming their Lego robots; both camps were filled. They did a foodie camp for kids a week ago and they had so many kids sign up they were doing another one this week and they had a local chef in town who was teaching 3 days of that camp. Next week they were doing with the Parks Department an adventure camp for middle school kids; they will be going caving, kayaking, etc.
- With regard to their community gardens, they will be expanding their gardens to 11 next year, they had 10 this year. They will be opening a garden for veterans and had been working with Veterans Manor on that.
- UW-Extension was in the midst of a reorganization that was going very slowly.
- There were 4,500 people in attendance for Breakfast on the Farm which was a small crowd but it was a cold day and the farm wasn't real large.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Register of Deeds

8. Budget Status Financial Report for June 2016.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

9. Departmental Openings Summary.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Port & Resource Recovery

10. 2017 Capital Improvements Program – Non Bonding Requests.

The City of Green Bay was aware of the possibility of a Bay Port Expansion; they gave them 10 years of free use which expires in February. Haen sent them a land lease if they wanted to stay there and used what they were leasing other lands for, about \$500 an acre per month, there were 36 acres. They had a choice whether they wanted to negotiate that rate or vacate the property and looking for a three year lease. He didn't know what their intent would be.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

11. Cat Island Legal Opinion Regarding Corps Final Accounting.

Haen briefly spoke to the letter in the agenda packet material.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

12. Port Budget Status Financial Performance Report 2nd Qtr.

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

13. **Resource Recovery Budget Status Financial Performance Report 2nd Qtr.**

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

14. **Director's Report.**

Haen informed they were underway doing an analysis on their leachate for the future south landfill. They had to go to a wastewater treatment plant or they could treat it onsite. They looked at Heart of the Valley, Kaukauna, Wrightstown and NEW Water and determined based on the rates that it would be to their advantage to go to NEW Water. They also looked at their transportation for piping it, running a pipeline, or trucking it. It was determined that trucking it was the cheapest option rather than having their own dedicated pipe with lift stations, etc. The study was not complete but that was the way it was heading. They has a leachate unloading station in De Pere, it went to the De Pere plan and was not connected to the one at the mouth of the river. If they re-plumb that to NEW Water interceptor they can use that offloading station and not run trucks from De Pere to the mouth of the Bay. It would be great savings if they can figure that out in terms of reducing the transportation costs.

Tall Ships will be here in a couple weeks. The Port was sponsoring a ship; they will be down there working the festival. They had promotional items in which he shared with the committee. It was a showcase of the Port.

The Property Acquisition Plan was being formulated and they may be done in August or September.

With regard to Fox River Fiber Outagamie County, they were down to two week increments of asking for additional time, it was months, and counties responded to Outagamie County. Outagamie County had been told by Michael Best & Friedrich LLP that if they don't respond they had some type of resolution that the county would be impeding Outagamie County in any lawsuit with Fox River Fiber.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.
MOTION CARRIED UNANIMOUSLY

Airport

15. **2017 Capital Improvements Program – Non Bonding Requests.**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

16. **RFP for ARFF and Armed Security Services.**

Sieber questioned if they had looked at separating the services out, Miller informed that was what they had now, the company they had provided both of those services and they would like to keep it together primarily for the cost savings. If they would break them apart, the cost would be significantly more. They were working on this for four months and there were three companies that could provide it, one would have to sub out a portion of the service. Landwehr questioning if there was a way to do them both, put it where it was an option. He felt limiting it could result in few bidders. If it's to the best interest of the county, he agreed with Sieber. It was something for consideration. Miller informed one thing they found was they had three shifts of four and the employees that worked on each shift were cross-trained to do both services. A lot of it was similar to the way Ashwaubenon ran their Public Safety Department. The Airport did the same with their employees; they were all cross-trained. They utilized mutual aid services if an event became too large. The way they had it laid out right now, they believed it was more cost effective to have the service combined. They believed because of the cross training and cross utilization of employees over the 24-hour shift that they get a lot better bang for the buck. Landwehr felt anytime they could make it where the potential was there to get more bidders, it would help save the county and the airport a lot of money. By doing that and if that was the case where people were cross trained then obviously their bids would come back and reflect that. It was a check and balance type thing.

Dantinne understood what they were saying and the cost savings but felt it was a lot simpler if one company was taking care of it.

Miller informed they were allowed to extend the existing contract for two years and they took a cut in the last year of their original contract in order for the extension to take place. If they did choose to break it apart, he would respectfully request that the existing contract be extended for 90 days as they will have to go back and rewrite this and come back and repost.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to split the RFP into two separate RFPs with the option of being combined and extend the current contract for 90 days. Vote taken. Aye: Sieber, Landwehr, Kaster; Nay: Dantinne, Erickson. MOTION CARRIED 3 to 2

split the two into two separate RFPs with the option of being combined

17. **Budget Status Financial Report for June 2016.**

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file budget status financial report. Vote taken. MOTION CARRIED UNANIMOUSLY

18. **Departmental Opening Summary.** No openings, no action needed.

19. **Director's Report.**

EAA started today and for the first time in 5 years they had a rather significant increase of planes parked at GRB compared to a year ago. They had 71 as of 8am this morning and expected the numbers will grow as the week progressed.

The International Rivals terminal for customs opened last month. They had a record June. They cleared 39 airplanes in their new facility and they believed a lot of it had to do with the new facility and there was no cost to clear customs at Green Bay. They attracted a lot of new customers.

TSA Pre-Check Program was in affect the week of July 11th. There were more than 550 individuals signed up and can use for the next five years. It went very well, very smoothly operated and didn't have a lot of people waiting for extended periods of time in order to go through.

Badgers LSU game was coming up Labor Day weekend, huge impact on the airport, there will be at least 7 charters coming in with LSU fans. Badger fans will fly in on regularly scheduled commercial service or will drive. It's expected to be a rather sizeable impact on the community. The closest hotel, as he understood that was available right now was Sheboygan. Tickets were pricey and should be a wild Labor Day weekend in Green Bay.

They continue to work with the Neville on developing a permanent display for Austin Straubel at the Airport and were hoping to have that done by the middle of October when Straubel was inducted into the Wisconsin Aviation Hall of Fame.

Motion made by Supervisor Dantinne, seconded by Supervisor Sieber to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

Item 21 was taken after item 19

Referral from July County Board

20. **An Ordinance to Amend Sections 4.49 and 4.57 of the Brown County Code of Ordinances Entitled, Respectively, as "Extra Pay" and "Policy".**

Motion made by Supervisor Sieber, seconded by Supervisor Dantine to hold until the August meeting. Vote taken. MOTION CARRIED UNANIMOUSLY

Planning and Land Services

Land Information – No agenda items.

Planning Commission

21. **Update regarding development of the Brown County Farm property – standing item.**

No update at this point. No action needed.

22. **Departmental Opening Summary.**

Lamine spoke to the handout in the agenda packet material.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

23. **Capital Improvement Plan: 2017 Land Information/Tax Collection System.**

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

24. **Request for Approval to publish RFP for Project 2087: Land Information/Tax Collection System.**

Lamine informed that this project had been in process for some time. They did an RFI a few years back to get some sense of cost which was the information used for the CIP. They did a LEAN project in 2013 looking at the existing system trying to make sure that they were covering every base, that the software and hardware needs would address the needs for getting that tax bill out. The element that was critically important to their department was the tax records in terms of the property listing function and linking all that information to a GIS based map.

Landwehr questioned how many different products were out there, different company offerings that would satisfy the specs? He wanted to make sure they were broad based specs. Lamine believed that right now, operating within the State of Wisconsin there were two primary vendors but there were probably vendors that were national as well and it would be put out on a broad basis. A member of the audience interjected that they had invited some vendors to do some demonstrations a couple months ago and they had a minimum of 10 companies contacting her, so they were out there.

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

25. **Budget Status Financial Report for June 2016 (Unaudited). *See Item 27***

Property Listing

26. **Budget Status Financial Report for June 2016 (Unaudited). *See Item 27.***

Zoning

27. **Budget Status Financial Report for June 2016 (Unaudited).**

Motion made by Supervisor Sieber, seconded by Supervisor Kaster to receive and place on file Items 25, 26 & 27. Vote taken. MOTION CARRIED UNANIMOUSLY

Public Works

28. **Summary of Operations.**

Fontecchio referred to the material in the packet; no questions were posed.

Referring to the Staffing Summary, under the Highway Division, they had two Highway Crew crossed off and re-classed to Sign Crew, Sieber looked through the budget book and couldn't find Sign Crew. Fontecchio informed that it went to Executive Committee a month or two ago. They were still crew members but they had some inconsistencies and wanted to make two of their four year-round positions and make them permanent. He explained he couldn't have all four of his guys bid out on the sign crew; there was more expertise there that they needed to be permanently assigned to the Sign Crew. The two guys that accepted the Sign Crew position won't be allowed to go and take a bid section for a state snowplow, etc. They will be on the Sign Crew permanently. It was a little different job description, same pay, same general job duties but more of a focus on Sign Crew. Questions posed on whether there was a Table of Organization change, Sieber stated he would put in a communication to discuss next month.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file Summary of Operations. Vote taken. MOTION CARRIED UNANIMOUSLY

29. **Director's Report.**

Fontecchio briefly went through the written Director's Report which was located in the agenda packet material.

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY

30. **2017 Executive Bonding Proposal and Capital Improvements Program – Non Bonding Requests.**

Fontecchio provided an edit to the Public Works CIP (attached). He informed part of the Velp Avenue project, at Velp and Lineville they were going to make a third middle lane, a 2-way left turn lane, on Lineville going from the Shopko round-about to the Velp round-about. It was due to the increase in traffic. They will have a more detailed discussion tomorrow with the Village. It was estimated at \$100,000 more.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

31. **Report & Discussion re: Housekeeper Turnover - Department Vacancies Report as of June 2016.**

Last fall they had the Class and Comp, they got to Admin with the appeals and to the Airport and that's as far as they got. His analysis was all in there and if they went back to that, the paygrade right now was at 20 with a minimum dollar value of \$10.91 an hour. That's what they were starting their offers at. At a way of comparison, he heard Costco was hiring at \$13 an hour starting out so they could have problems hiring. Public Works had proposed at putting the housekeepers in a paygrade 17 which started them at \$13.57 an hour which may eliminate a lot of their problems. One of the reason they were seeing some of the openings in housekeeping was because they decided to internally to put it on hold for a little bit. They had Clean Power in the Northern Building and Sophie Beaumont Building because they were so short staffed with housekeeping. They had been going out for advertising, get someone and immediately lose them. It was a perpetual grind of that for various reasons. They had an RFP out right now and hoped to bring numbers in August to see in the noncritical areas, see what the price was to go outside. It may help them gauge their own pay range. He felt it was a time where it warrants at least looking at, because their hands were kind of tied with what they were paying people. Part of the problem he struggled with, going back to look at October when this was addressed, it wasn't just housekeepers that they had pay problems with.

Motion made by Supervisor Sieber, seconded by Supervisor Kaster to hold until the August meeting. Vote taken. MOTION CARRIED UNANIMOUSLY

32. **Resolution to Approval a Jurisdictional Transfer Agreement between the Wisconsin Department of Transportation and Brown County for CTH Y as part of the STH 29/STH 156 Intersection Improvement Project.**

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

33. Bid recommendation and approval for Bid Project #2079 – Northern Building Boiler Replacement.

There was a savings from the Northern Building Hot Water Heater project. When they went out for bids for the Northern Building Boilers they had the opportunity to get two for almost the amount they budgeted for one. They would like to move the savings from the Hot Water Heaters to use toward this so that they can take advantage of the pricing and get two rather than just one that was budgeted. Two were needed.

Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve the bid to Mechanical Technologies in the amount of \$69,192 for Bid Project 2079 – Northern Building Boiler Replacement. Vote taken. MOTION CARRIED UNANIMOUSLY

34. Budget Adjustment Request (16-69): Any allocation from a department's fund balance.

In the Department's effort to convert the County Highway Bridge Aid account to be more in line with how the State had intended to be set up at notice was sent out with the 2017 Petitions for bridge aid that they could request their portion of the fund balance to be sent back to them so their account could be converted over to just being Brown County Funds as the Statute was intended. Since refunding these balances was not budgeted to be done these funds currently reside in the accounts Fund balance. This budget adjustment is to move the amount of the funds requested to be refunded to the current 2016 budget amount. A detailed list of the amounts requested by each municipality is attached as well as the current Bridge Aid Account Statement as of the end of June 2016. These funds are the Municipality's funds, not Brown County's Funds. Brown County was just holding these funds for future Bridge expenses. Budget Impact: \$1,139,764.50.

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

35. An Ordinance creating Section 6.14 of the Brown County Code entitled, "County Trunk Highway Maintenance and Improvements."

Motion made by Supervisor Dantine, seconded by Supervisor Dantine to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY

Mike Walsh - De Pere Mayor & Eric Rakers – City Engineer

On behalf on of the City of De Pere, Walsh spoke against the Brown County changing the municipal agreement for road improvements and maintenance. He stated , the agreement, established by the County Board, had been in effect for decades and now the Brown County Public Works Department had proposed the county abandon that agreement based on vague and outdated state statutes and without input from municipalities. None was known until it was brought before this committee. Portions of 31 of 56 county highways were located in the urbanized area of Brown County. They not only serve all residents of the county but take them to malls, attractions, economic development areas that were essential to the growth of Brown County and other destination points, 90% of the equalized tax base was located in these urbanized areas, 92% of the property taxes for Brown County came from them also. The current agreement had a 50/50 cost share for improved cost, including bicycle and pedestrian facilities, which was promoted by the county through the Brown County's bicycle and pedestrian plan, and other highway and storm water improvements. With the highway department's plan, they only paid for 22' of pavement; the cost share should be based on actual costs that can be for the county's share, about 300-350 per lineal foot, instead of an artificially set \$68 per lineal foot. It was unfair to shift addition improvements costs to the residents that were currently shouldering 75% of those costs while providing improvements at no cost to rural residents. The result was not a net tax savings rather it just shifted to the urbanized Brown County residents. It had been said that the county doesn't want to have conflict with municipalities about the size and scope of the roads. They did have disagreements but they did get worked out but to lower funding because of this, just didn't make sense. It was said

that TIDs could pay for this; if that was the case it would put the economic wellbeing of Brown County at risk. By doing this it would lower the ability to offer incentives that may be necessary to get businesses to locate here thus they were not able to increase a tax base in Brown County or add jobs. The county received state aid for county highways, what happened to that aid if this was approved. Did they lose it or did it go somewhere else? These proposed changes were very important, not only to the municipalities but to the county as a whole. This was about how they moved forward into the future, how they wanted to be developed as a county and what kind of impact they will have as a regional hub. They all had a stake in the success of Brown County; they should all have some skin in the game for that success. He urged voting against abandoning the current Brown County municipal agreements.

Rakers followed up, the city was recommending that the current agreement, pre 2012 continue to be utilized. This agreement was in place for an extending period of time, since the agreement was signed by the city in 2011 for one of the county highway projects, there had been several modifications without any input from municipalities. The first incurred in 2013 which included a change to not participate in on street bike facilities, the second change was 2014 that required municipalities to agree to maintain items that were never addressed before including storm sewer, now they had a third revision that municipalities never had a chance to review until after the last meeting and he was not sure of the intent, he believed future revisions to these agreements needed to be reviewed with municipalities. Further discussions ensued with regard to bicycle and pedestrian facility agreements and revisions. He felt the Brown County Highway Department should be following and funding as recommended by the county plans, created by the Brown County Transportation Subcommittee made up of members of municipalities along with the Brown County Highway Department. He spoke to comments made at the June 27th meeting with regard to the differences for the county to accommodate. He explained there were two keys to analyzing bike and pedestrian facilities, how do the facilities fit the location, which was something required as part of the engineering and the connectivity of facilities between the municipalities. He questioned the interpretations made from a state statute in a memo presented to the board. He questioned why staff interpreted the state statute to mean a typical reconditioning project of only \$68 per foot, in the past, all past agreements were related to new and reconstruction of projects, these were significantly higher costs. Despite what the statute states, storm sewers were not included in the revision. Storm sewer systems were the drainage system for an urban roadway. They didn't believe the interpretations were correct.

Craig Berndt – Director of Public Works, Village of Allouez

Berndt provided a correspondence from the Village of Allouez (attached) and briefly went through the concerns and questions they had.

Steve Grenier – Director of Public Works, City of Green Bay

Grenier informed that the City of Green Bay agreed with the same sentiment put forth by De Pere and Allouez. They believed there were significant issues with the interpretations of state statute presented to the committee. They agreed with further investigation of cost allocations, more consistent with a grievance that dated back to the early mid-80's which they still had on file for projects conducted at that time. He informed the City of Green Bay was a willing participant on a financial perspective for county projects, even those where they had no financial responsibility to do so. Recently they entered into agreements on Oneida St. in front of the arena and they currently had a project going on Humboldt Rd., even though there was language that dated back to an agreement or jurisdictional transfer of those highways, the sole control and cost requirements of Brown County, dating back to 1979. For these reasons it behooved the county to continue pursuing negotiations and discussions with the municipalities if there was going to be a significant change to the ordinance.

Jim Schmidt – City of Green Bay Mayor

On behalf of the City of Green Bay, which was the largest municipality, Schmidt informed he echoed previous comments from De Pere, Allouez and the City of Green Bay's Public Works Director. Green Bay was in Brown County and they wanted to be a part of this. The communication had not been good. When this came up they scheduled their selves so they could be there. It was about having discussions before policies were slid in or not discussed with partners. They wanted to be a partner but it all started with discussion and communication with municipalities.

With regard to comments made about not being informed, Erickson stated that this committee held this so they could be informed. It was a situation where they found out about it, they sent it back and wanted all the communities to know about it.

Angela Gorall – Village Administrator, Village of Bellevue

Gorall thanked the committee for allowing them to come and view their thoughts on it. The Village of Bellevue would echo what was stated. Their Village Board did meet and discuss it and they supported having consistency and clear direction on what these agreements were going to be as there had been differences from project to project. They did feel that was important to get this clarified. They request more time to look at it and questioned some of the legal parameters and interpretations. She informed that some municipalities had gotten together once and were meeting again so they could consistently give them a good response rather than 10 responses from 10 municipalities. Lastly, part of the language was approval subject to the approval of the highway commissioner. They were a little concerned of if they designed, went through the engineering and laid out the project of how they would like to see it done, what were the parameters of getting that approval. They would want to know that very early and work with the Highway Department before they got too far down in a project and then not get that approval provided to them.

Geoff Farr – Director of Public Works, Village of Howard

Farr pointed out items with regard to complete streets, sidewalks, bike lanes, etc. He said it was something included in the Brown County Comprehensive Plan adopted by the County Board and they believed those items should be followed through with on county projects and it made sense for all of the communities. It created connectivity in planning for their local sidewalks, bike lanes, and how it transferred across, through and down county roadways. It was important to develop plans amongst the communities and Brown County. There had been discussion in the past about right-of-way acquisition, what was included and what was not included. Farr felt it was a very important topic because urban situations generally didn't have simply lanes in open ditches, he further expounded on their importance and noted right-of-ways were expensive and a point of contention. Whether those improvements or how those costs were split up, they needed to be worked out but right of way was part of the parcel to the whole equation and couldn't be ignored. They believed this represented a shift in costs to municipalities if the cost of the roadway that was being supported by the county weren't what they were. It wasn't fair to ask municipalities to shoulder a larger portion of the cost, by TIF or assessments because those were really funding mechanisms that were set aside for the urban municipalities for other purposes. This was about a county responsibility for roadway infrastructure and that needed to be supported appropriately. They would like to have the opportunity to work with Brown County staff and the board members to come up with something reasonable and agreeable by all parties.

Doug Martin – Director of Public Works, Village of Ashwaubenon

Martin informed that all the other communities knocked off his speaking points but was standing in support of all those committees and concerns because they had the same ones, it boiled down to the communication and working through these items. They had agreements that worked very well over the past decade. Understand there needed to be communication or discussions had as to reasons why there needed to be a change and not fully opposed to change but having to understand the reasoning behind it, working through them. There were a number of them sitting on the transportation subcommittees where the funding and review of multiple loads of transportation are reviewed and set into motion the terms of the plans. As that moved down the road, they needed to be able to work together between those different departments that had that input to make sure that those projects became a reality or if they aren't, specific reasons why that they can report back on.

Representative from Village of Suamico

A handout was circulated (attached) and spoken to. The Village of Suamico Board had gone on record in opposition to the policy set forth; they had a longstanding relationship with Brown County and their departments. They wanted to work in a positive manner with them. He asked that they take a good hard look at it; they were not against a policy that was fair, equitable and worked for all parties.

Mike Aubinger – Village President, Village of Ashwaubenon

Aubinger thanked the committee for opening this up so they knew about it. He explained it would have been better if they were approached when the reasoning was first thought of. They try to as governments do as much intergovernmental stuff as possible and part of that was catching this before it becomes people at a meeting complaining. The best thing to do was be it as a group and work it out and if they felt there was a problem with the assessment, come to them as a group, none of them were against change, they lived change every day. They wanted to be fair and equitable and wanted them to come to them and provide them a better model of intergovernmental

cooperation, which was all they were aiming for. He informed the Mayor of De Pere Mike Walsh said just about everything they needed.

Travis Coenen – Director of Public Works, Village of Wrightstown

They were also in agreement with the rest of the municipalities that they needed to have some work done for consistency to be fair and equitable with everyone else. They had good partnerships with Brown County and they would like to keep it that way. As all of the other communities in Brown County were working together on many different resources and avenues to cut costs and provide better services for the community, this was one of those things they would like to communicate and get together with Brown County, the board and the Highway Department to work on.

Scott Brosteau– Town Engineer, Village of Ledgeview

Brosteau echoed everything that had been said and wanted to show support with the villages and cities and with them being the only town so far they echoed the concern about working with the county on projects.

Motion made by Supervisor Landwehr, seconded by Supervisor Kaster to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Landwehr, seconded by Supervisor Kaster to send this back to staff to work with the area municipalities and develop a solution to this and bring it back in 60 days. Vote taken. MOTION CARRIED UNANIMOUSLY

Dantinne felt most of the statements here were one size was not going to fit all of them as townships, municipalities, villages and cities so they needed to take that into consideration. They couldn't make a one size fits all and that's why he wanted two to three months to work with staff and get input and bring it back here.

Fontecchio thanked everyone for coming, he appreciated it. The intention was not to slide anything by a municipality but to have a good policy discussion and this started months ago when Supervisor Landwehr asked "what's your policy?" and they had been working on it and had been searching out and had a gentleman from von Briesen come and they've had good discussions so far. He felt this was great discussion, good to hear and obviously the municipalities took it serious, they looked at it and he felt that working with them in the next 60 days will be very positive and hopefully they will come to something that will work for everybody.

Supervisor Lund stated that with his experience in the past, when you put something out there that looked like a completed deal and you bring it to committee, which always seemed to put controversy, especially something that dealt with all the other municipalities. He had 14 years of experience doing this and experience at the local level also and he was glad that they were making the motion to put this off for 60 days or so and get everybody in agreement. It was probably not going to be a one-size-fits-all but they had to have all the scenarios involved in the roads and figure out what's an equitable cost share to all the municipalities in Brown County.

Supervisor Schadewald recommended in their 60 days to save time was he heard a couple different issues, one was engineering, one was legal and while the engineers and Fontecchio can get together to talk about certain things, when it came to the legal part, he would hope the municipalities and the cities attorney's, they should talk to the county's Corporation Counsel so they don't mix the two. They can't really have all the answers from one group just the way towns and villages were different. He recommended the legal interpretation go through the legal part of Brown County.

Kaster informed that the county was just about to start their budget so he didn't know how quick something like this will take effect. Fontecchio informed that where they were in their 6-year plan they didn't have too many cost-share agreements and focused a lot of resurfacing in the next few years. This was a good time to have this discussion because there shouldn't be anything really pressing.

Sieber stated there were a lot of comments about municipalities not knowing about this but stated he liked the way Director Fontecchio had brought this about, he brought forward to the committee a proposed changed first so they

weren't the last ones to know about it, they weren't reading about it in the paper. They as a committee decided what they wanted to do, which was get the municipalities input before they approved anything so Fontecchio sent the letters out to make sure everyone knew what they were doing. They were in a meeting with an attorney from Milwaukee to help talk about the role between the Highway Commissioner and the Highway Committee and the attorney was very clear that the cost sharing agreements were a County Board policy and they didn't have a policy on hand. They had nothing written. They had a legacy policy that had been around for a long time but they couldn't find anything approved by the board so they had to start somewhere. A lot of local controls had been taken away from the state so this was an opportunity to see if municipalities wanted more local control or if the cost sharing was more important than local control. He thought it was a good conversation to have and they had some direction now. It was good to have elected officials make the policy rather than have staff come up with everything behind closed doors, he felt it was good government. Sieber supported the motion and he was sure they would come out with something that looks really nice and something that was approved by the County Board and if it had to go back to their bodies, then it will go back to their bodies too.

Supervisor Clancy questioned if there were glaring qualities that brought this forward and question what prompted it. Fontecchio informed that they couldn't find anything approved by the County Board. They wanted to bring something to the County Board. As Sieber alluded to, there had been a lot of discussion over local control over some of these projects. Some of the things they struggled with, as Brown County's urban center expanded, it was expanding in a lot of different directions and they as the county get all of those requests. It was very difficult to weigh and balance how they fund it all when they only have a number of dollars a year. There were times where they moved projects around and could accommodate for other projects. But then there were times where things were coming forward and they needed to urbanize out further, how do they accommodate all of that? This proposal was a different way of looking at it. That maybe the municipalities wanted some more control over how they expand so it was a little bit different look at things. From his perspective, being a new Highway Commissioner, he'd rather have this discussion now and talk about it amongst them rather than have 50 discussions over the next 20 years. Clancy felt it just looked like a cost savings for the county because they were just going to expend so much money and he didn't think that was the intent. Fontecchio responded the intent was to start out a different way of looking at it based on the state statutes.

35a. An Ordinance creating Section 4.57(5) of the Brown County Code entitled "Overtime Compensation for Non-Exempt Employees of the Airport & Highway Department."

Fontecchio provided overtime scenarios for discussion purposes (attached). After looking at the overtime scenarios that they put together last month and the cost, Fontecchio as the Highway Commissioner supported this 4.57, he felt it was a good idea and paying the guys the overtime outside their scheduled workweek solved a number of problems they identified last month. He felt it solved billing problems and holiday and vacation problems they had with staffing. Part of this for him was the actual cost and realizing exactly how much this was going to cost the state, the county and he knew it was all taxpayer money but to see that breakdown, helped him to understand that for what this solved out at the Highway Department he felt it was money well spent. One of their guys at the last meeting made a point that we have different departments that run under different rules and they were like a different business especially in regards to their snowplow operations and emergency call in procedures especially at the airport and highway. He felt if they did 4.57 they wouldn't need to worry about the call-in time at time and a half, it took care of itself. Landwehr clarified that anything beyond eight hours worked would be time and a half even if they were not hitting 40 hours in the week. Fontecchio responded that from a billing perspective, it made more sense as they were charging time and a half for staff time.

Landwehr felt what they were billing for and this was two separate issues. He would like to see the laws associated with that. In a storm where they were plowing through the night and also cleaning up intersections and highway medians, they were going to end up paying a lot more time and a half. Fontecchio responded that where it came down to, it was an incremental difference. If a worker was working his normal 40 hour workweek, there was literally no difference for that person. The difference would be on holidays or if vacation time was used in that workweek, basically it counted towards it. Referring to the handouts, Sieber informed that the department was coming out \$350 ahead by making this change. The Airport estimated a \$1,689.50 in additional costs.

Schadewald questioned if this was call in or anything outside work hours? Erickson stated they wouldn't even go to

call in pay and this was just for Highway and Airport. Schadewald believed the Executive Committee was going to ask how they were different from other county employees. Fontecchio stated that Landwehr's scenario was correct, if an employee plowed through the night eight hours, they were getting time and a half because it was outside their normal day. They could potentially end up working theoretically 40 hours at time and a half for the week. Schadewald informed that there was a lot of resistance at the Executive Committee, 5 to 2 against because why would you treat them differently? It was a real factor to a lot of other County Board members. Why were they different than mental health, sanitarians that got called all the time at the Health Department, the understanding was there were a lot of employees (handout provided). He supported the idea but he didn't support it for singular units; that's where his resistance was, it was discriminatory. Sieber interjected, bring them forward. What they had control over was PD&T Committee which included Public Works and the Airport. They saw a need to include them and make a special rule for them. He would highly encourage Human Services to bring forward their CTC staff and their sanitarians and find out what sort of compensation they were getting. There was no way he would give up his holiday or Christmas to plow snow or to go out and find out if Sanimax smells on Christmas Eve. He felt they should be compensated for that because people outside of the public workforce don't do that. Most of these guys could go to any construction crew, get paid exactly the same they were doing and not have to put up with 24/7 coverage like they were doing here. If Human Services wanted to come forward and make the case for the sanitarians and CTC staff, if Public Safety wanted to come forward and make the case for the jail staffers, he was more than happy to listen to that. They were making the case for their departments that this needed to be done in order to keep them. It made sense; it was supported by the director and the committee members. HR wanted simple rules that everybody follows, he understood that but he felt there were a lot of differences and won't work for every department. There might be different policies that they need to have for different departments.

Schadewald wanted it understood that there were some costs; their whole budget was going to change. They heard at the Executive Committee that this was all covered; now the county funds will take a hit, capital projects, bonding, the levy will take a hit and other sources based on the language. Erickson felt those things will be billed to those communities in many cases. Schadewald felt they needed to let towns and villages know that when they do their budget that the county will bill them at a higher rate. It was part of the communication if they were going to do it. It was Schadewald's point to educate on what other county employees were feeling. He understood they were looking out for their guys but some were looking out for all county employees. He got confused if someone said they wanted to do it for the Highway Department but if other people ask for it, they may or may not vote for it; that bothered him.

Motion made by Sieber, seconded by Supervisor Dantine to accept this and to move this forward to Executive Committee as written. Vote taken. Nay: Landwehr. MOTION CARRIED 4 to 1

Item 2 was taken at this time.

Other

36. **Audit of bills.**

Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to audit the bills. Vote taken. MOTION CARRIED UNANIMOUSLY

37. **Such other matters as authorized by law.**

38. **Adjourn.**

Motion made by Supervisor Dantine, Seconded by Supervisor Kaster to adjourn at 9:34 p.m. Vote Taken. MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,

Alicia A. Loehlein
Recording Secretary

MINUTES FOR THE JULY 18, 2016, BOARD OF ADJUSTMENT

The following are the results of a public hearing that was held before the Board of Adjustment ("Board"), created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Chapter 22; Private Sewage System Ordinance, Chapter 11; and Floodplains Ordinance, Chapter 23, in Room 391, 3rd floor of the Northern Building, 305 E. Walnut St., Green Bay, at 4:30 p.m. on Monday the 18th day of July, 2016. The appeal taken by Dean Maurer denying his request to utilize a holding tank for an existing garage/shop was **approved**. It was conditioned upon that all codes for installing a holding tank are followed along with that there are no conflicts with the Town of Morrison and that the tank is located in plain view from Lemke Road. The property is located in the SE, SE, S16, T21N, R21E in the Town of Morrison at 7353 Lemke Drive, Parcel # M-337-7 ("Property").

VOTE 2-0

Dated this 25th day of July, 2016.

Brown County Board of Adjustment
Bill Ullmer
Richard Huxford
Tom Perock-excused
Clete Cisler-excused

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY

GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY HARBOR COMMISSION

A meeting was held on **Monday, May 9th, 2016**
Jack Day Center 90 Bay Beach Road, Green Bay, WI 54302

1) The meeting was officially called to order by President Tom Klimek at 9:30 am.

2) Roll Call:

Present: President Tom Klimek
Vice President Bryan Hyska
Commissioner Bernie Erickson
Commissioner Hank Wallace
Commissioner Tim Feldhausen
Commissioner Mike Vizer
Commissioner Peter Zaehring
Commissioner Ngosong Fonkem

Absent: Commissioner Ron Antonneau

Also Present: Dean Haen, Brown County P&RR
Mark Walter, Brown County P&RR
Shelby Schraufnagel, Brown County P&RR
Bill Meindl, Green Bay Development News
Mark Rahmlow, Fox Cities Chamber
Camille Solberg, Representative of Senator Ron Johnson
Tanner Mastaw, Representative of Congressman Reid Ribble

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Bryan Hyska and seconded by Hank Wallace. Unanimously approved.

4) Approval/Modification – February 15th, 2016 Meeting Minutes

A motion to approve the minutes of February 15th, 2016 was made by Bernie Erickson and seconded by Bryan Hyska. Unanimously approved.

5) Announcements/Communication

Mr. Haen announced that Commissioner Erickson and Commissioner Hyska both have Harbor Commission appointments coming to term at the end of May. The County Executive will bring them forward for reappointment at the County Board meeting.

Mr. Haen announced that Peter Zaehringler has been appointed to the Harbor Commission. Commissioner Zaehringler introduced himself to the Commission. He has worked with Port Authorities in Ohio and has been working in economic development for over 20 years. He now works for the Greater Green Bay Chamber as the Vice President of Economic Development.

6) Fox River Environmental Clean-Up Project – Public Comments/Update on Standing Item

There were no updates.

7) Green Bay Cellcom Marathon Security Deposit for Demurrage Charges – Request for Approval

Mr. Haen explained that the Cellcom Marathon has requested voluntary bridge closures on May 22nd between 8:00 am and 12:30 pm. They have made a \$7,500 deposit with the Department for demurrage charges. If a ship should arrive during the marathon, the ship's captain could choose to open the bridges, however, the \$7,500 is there as an incentive for the ship to slow down or speed up to avoid disrupting the marathon. Staff will communicate to terminal operators about the Marathon and the availability of demurrage funds.

Commissioner Hyska asked if a ship has ever come in during the Cellcom Marathon. Mr. Haen explained that there has never been a disruption during the marathon.

A motion to approve the Cellcom Marathon Security Deposit for Demurrage Charges was made by Bernie Erickson and seconded by Bryan Hyska. Unanimously approved.

8) 2016 Federal Policy Positions – Request for Approval

Mr. Haen explained that a Federal Policy agenda was put together. A lot of the agenda items are from last year. The one item that has changed is the Harbor Maintenance Dredging policy position. The Department is requesting approval for advocating for these types of legislative changes.

A motion to approve the 2016 Federal Policy Position was made by Bryan Hyska and seconded by Peter Zaehringler. Unanimously approved.

9) Funding Great Lakes Pilots Litigation – Request for Approval

Mr. Haen informed the Commission that the U.S. Coast Guard held a public comment period in regards to the 58% increase in Great Lakes pilots' wages. He added that his opinion is the U. S. Coast Guard is staffing for the busiest time of the year. Mr. Haen's suggestion would be to have pilots on retainer during the early and late shipping season. After the public comment period ended, the U.S. Coast Guard decided to increase pilot wages by 58%. The Great Lakes partners of both U.S. and Canadian carriers, terminals and ports have come together and decided to sue the U.S. Coast Guard. AGLPA has requested that the Port of Green Bay provide \$3,000 of the \$150,000 needed to litigate the case.

Commissioner Wallace asked how the Canadian Provinces work into this situation. Mr Haen noted that the Coast Guard is using the Canadian pilots as justification for increasing U.S. pilots'

wages. The Canadian ports are not in favor of the U.S. Coast Guard increase, as they were not in favor of the previous Canadian pilot increase when that happened. Mr. Haen explained that this would not need a budget adjustment. This money would come out of Professional Services where there is about \$25,000 for engineering consulting. At this time, there is no foreseeable need for the full \$25,000 in engineering consulting.

Commissioner Wallace asked if this is a legal issue or a political issue. Mr. Haen confirmed that this is a legal issue. Congress gave the Coast Guard authority to regulate Great Lakes pilots.

Commissioner Hyska asked what the risk is to the Port of Green Bay if we do not participate. Mr. Haen explained that right now it is a limited risk. U.S. Venture is the only terminal that uses ocean going vessels. However, with the hope to continue to expand the port, this would be limiting future opportunities.

Commissioner Zaehring asked which ports are participating. Mr. Haen explained that it is expected that all Great Lakes ports will be participating.

President Klimek asked what the ramifications are for the Port of Green Bay. Mr. Haen explained that he does not see it as the Port of Green Bay standing out. It is half of the industry sector that is taking this stance.

Commissioner Erickson explained that the Coast Guard should be adjusting their budgets proportionally. He added that \$3,000 is very fair.

A motion to approve Funding Great Lakes Pilots Litigation was made by Bernie Erickson and seconded by Hank Wallace.

President Klimek asked if there is a time frame for the lawsuit to start. Mr. Haen explained that with or without Green Bay, the lawsuit is moving forward. The wait right now is on finding out what other ports will participate.

The motion was unanimously approved.

10) Corps Final Accounting for the Cat Island Project - Update

Mr. Haen stated that in January the Department became aware of a disagreement with the U.S. Army Corps of Engineers regarding work-in-kind activities at Cat Island. The Department paid more than \$408,000 above the in-kind match requirement. In order to resolve this issue, Mr. Haen, Mark Walter, Commissioner Feldhausen and Commissioner Fonkem have come up with several options. The first strategy is to pursue WRDA Bill. The second option is to accept the findings and pay the \$408,000. With that the WDOT has offered to pay 80% of the \$408,000 and 20% would come from the Department. A third option would be to send a check for \$1.3 million that the Department still owes and write payment in full, leaving out \$408,000. The fourth option was to not pay anything.

Commissioner Fonkem explained that the group chose to pay the \$1.3 million in good faith. Mr. Haen added that Corporation Counsel stated that there is a strong enough case in the Department's defense.

A motion to pay \$1.3 million, which is what we believe we owe in the understanding of the partnership, retain the \$408,000 in reserve as permitted by the WDOT was made by Ngosong Fonkem and seconded by Tim Feldhausen. The motion was unanimously approved.

11) Tallship Sponsorship – Update

Mr. Haen stated that it was in the interest of Commissioner Antonneau to set aside money to find a way to be involved in the Tallship Festival this August. The Department has been working with PMI to figure out what kind of role the Port of Green Bay can have. The Port of Green Bay will sponsor a ship for \$2,500 in cash and \$2,500 in-kind. The Port's role will be to make sure cleats and moorings are adequate and coordinate with the City of Green Bay to have cleats installed. Check water depth along the dockwall and compare to each vessels gross registered tonnage, and provide line handlers for the arrival and departure of the Tallships. Mr. Haen also added that he has been advocating to PMI to have the City fix the fenders that are missing and repair the dockwall.

Commissioner Erickson asked who the dockwall belongs to, if it is the City's wall or Leichts Park. Mr. Haen explained that part of it is Graymont and part of it is the City's. Commissioner Erickson suggested that a letter be written to the City of Green Bay Public Works Department urging the need to fix the dockwall. This letter should also go out to the 12 Alderman. Commissioner Feldhausen added that in the past there have been ship captains that have been nervous about even docking because of the condition of the dockwalls.

Commissioner Vizer asked if PMI should be the ones to urge this action to happen since it is their event. Mr. Haen added that the dockwalls are in terrible shape and that is a reflection of the Port of Green Bay who has no control over the maintenance of those dockwalls.

Mr. Walter suggested that the liability of ships being damaged by a faulty dockwall is something that should be brought to the attention of PMI and the City of Green Bay.

President Klimek added that the economic impact of this event for the area is around \$3 - \$4 million. Commissioner Feldhausen agreed that it would be a shame to lose this opportunity.

A motion to approve Tallship Sponsorship with a letter to PMI regarding condition of the fenders was made by Bernie Erickson and seconded by Mike Vizer. The motion was unanimously approved.

12) Marine Sanctuaries – Update

Mr. Haen explained that there has been public interest in protecting ship wrecks as Marine Sanctuaries. This would affect shipping. Utilities could not be laid, dredging could not take place, ships could not pass over, as well as limited plane flights over these areas. Mr. Haen has started working with the Wisconsin Commercial Ports Association on this and reaching out to the state. If the state sees the value in protecting these ship wrecks they should draw a line around what area needs to be protected. This should be done at a state level, not a national level to avoid even more unintended consequences.

Commissioner Vizer asked what groups would be advocating for the Marine Sanctuaries while the Port is advocating against it. Mr. Haen stated that there will be many environmental groups who will be for the idea initially.

Commissioner Erickson advised that the Charter Captains Association, Commercial Fishing companies and sport fishing is made aware of this proposal as this would seriously affect their companies and business.

President Klimek requested with the limited time remaining that this item be carried over to the next meeting. Commissioner Erickson added that having comments from Charter Captains Association and other groups would be good to have for the next meeting.

13) Property Acquisition Plan – Update

The property acquisition plan was held until the June meeting due to limited time.

14) Director's Report – Update

Mr. Haen summarized the Director's Report for the Commission. The Department is proposing Schenck do the 5-year audit of the 217 agreement that will review tipping fees to determine what the federal government and private users of that facility are charged.

In the packet there is also an annual report out on the performance of the 217 agreement.

Additionally, Mr. Walter went to a conference in April and included a summary.

The Department leased an additional acre of land to GLC Minerals.

15) Audit of Bills – Request for Approval

A motion to approve the audit of bills was made by Tim Feldhausen and seconded by Mike Vizer. Unanimously approved.

16) Tonnage Report – Request for Approval

A motion to hold the Tonnage Report until the next meeting was made by Bernie Erickson and seconded by Peter Zaehringer. Unanimously approved.

17) Such Other Matters as Authorized by Law

There are no other matters as authorized by law.

18) Adjourn

A motion to adjourn the Harbor Commission meeting at 10:35 am was made by Bernie Erickson and seconded by Tim Feldhausen. Unanimously approved.

Tom Klimek, President
Harbor Commission

Dean R. Haen, Director
Port & Resource Recovery Department

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, June 1, 2016
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>Exc</u>	Mark Handeland	<u>X</u>	Debbie Schumacher	<u>X</u>
James Botz	<u>X</u>	Matthew Harris	<u>X</u>	Ray Tauscher	<u>X</u>
Brian Brock	<u>X</u>	Frederick Heitl	<u>Exc</u>	Jason Ward	<u>X</u>
William Clancy	<u>X</u>	Phil Hilgenberg	<u>X</u>	Dave Wiese	<u>Exc</u>
Norbert Dantine, Jr.	<u>X</u>	Kathleen Janssen	<u>X</u>	Reed Woodward	<u>X</u>
Bernie Erickson	<u>X</u>	Dotty Juengst	<u>X</u>	City of Green Bay (Vacant)	
Kim Flom	<u>X</u>	Patty Kiewiz	<u>X</u>	City of Green Bay (Vacant)	
Steve Gander	<u>X</u>	Michael Malcheski	<u>X</u>	Br. Co. Board-DePere (Vacant)	
Adam Gauthier	<u>Exc</u>	Gary Pahl	<u>X</u>		
Steve Grenier	<u>X</u>	Terry Schaeuble	<u>X</u>		

OTHERS PRESENT: Chuck Lamine, Lisa Conard, and Kathy Meyer

N. Dantine welcomed Gary Pahl back to the Brown County Planning Commission Board of Directors.

1. Approval of the minutes of the April 6, 2016, regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by S. Grenier and seconded by M. Harris to approve the corrected minutes of the April 6, 2016, regular meeting of the Brown County Planning Commission Board of Directors noting that the motion to approve the four Transportation Alternatives Program (TAP) applications with a request to WisDOT that the projects be programmed for calendar year 2017 if possible was made by Paul Blindauer, not Phil Hilgenberg who was not at the meeting. Motion carried.

2. Receive and place on file the draft minutes of the May 16, 2016 meeting of the Brown County Planning Commission (BCPC) Transportation Subcommittee.

A motion was made by W. Clancy and seconded by P. Kiewiz to receive and place on file the draft minutes of the May 16, 2016 meeting of the BCPC Transportation Subcommittee. Motion carried.

3. **Public Hearing:** Mid-Year Update – Major Amendment #2 to the 2016-2020 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

L. Conard provided an overview of the mid-year update via PowerPoint.

L. Conard noted that a TIP contains a five year program that includes:

- highway and road projects
- transit projects
- transportation services for seniors and individuals with disabilities
- transportation facilities such as trails and safe routes to schools activities

L. Conard stated that MPOs are required by federal transportation law to complete a mid-year update to the TIP. The update details project programming and funding modifications and must be approved by the MPO policy board. L. Conard stated that the MPO must process the update in the form of a TIP Amendment.

L. Conard noted that one of the federal funding programs that the BCPC Board has approval authority over is the Surface Transportation Block Grant (STBG) Program (formally STP-U). Program details:

- federal funding allocated to Urbanized Areas based on a population formula
- variety of transportation project eligible
- MPO staff works with local entities to identify projects
- process of ranking projects
- MPO decides which projects to fund
- identify projects every two years scheduled over a five year program

L. Conard noted that two projects dropped out of the program and reviewed the reallocation recommendations supported by the MPO staff and BCPC Transportation Subcommittee.

STBG Approved Program 2016-2020	Action	SFY 2017	SFY 2020	Total
Gray Street - Reed St to Velp Av - Reconstruction	Remove Gray Street from 2017 program; \$1,823,777 STBG funds to be reallocated or shifted by BCPC.	-\$1,823,777		-\$1,823,777
CTH GV (Monroe Rd) - Hoffman Rd to STH 172 - Design	Brown County Public Works proposal for road improvements rejected by the Village of Bellevue Board; \$216,000 STBG design funds from 2017 and \$1,135,688 STBG construction funds from 2020 to be reallocated.	-\$216,000	-\$1,135,688	-\$1,351,688
CTH GV (Monroe Rd) - Hoffman Rd to STH 172 - Reconstruction				
Total:		-\$2,039,777	-\$1,135,688	-\$3,175,465

2016-2020 STBG Approved Program Projects Funded Below 80% Maximum Allowable	Recommendations	SFY 2017	SFY 2020	Total
S. Huron Road (CTH EA) - Willow Rd to STH 29 - Design	Add 2017 funds to reach 80% maximum.	\$13,440		\$13,440
Two 40' Buses for Green Bay Metro (Green Bay, De Pere, Ash, Allouez & Bellevue)	Add 2017 funds to reach 80% maximum.	\$241,482		\$241,482
Erie Street - O'Keefe Rd to Virginia Dr - Reconstruction	Add 2017 funds to reach 80% maximum.	\$152,000		\$152,000
Helena Street - Seventh St to Sixth St - Reconstruction	Add 2017 funds to reach 80% maximum.	\$340,000		\$340,000
Manilowoc Rd - Allouez Av (CTH O) to Kawaunee Rd (STH 29)-Reconst. (Currently funded with \$1,156,833 in STBG funds)	Add 2020 funds to reach 70%, up from 50%.		\$451,076	\$451,076
Projects From Approved Priority List				
Two 35' Buses for Green Bay Metro (Green Bay, De Pere, Ash, Allouez & Bellevue)	Fund acquisition in 2017 at 80%.	\$728,000		\$728,000
Vanderperren Way (CTH HH) - Ashland Av to Holmgren Way	Fund design in 2017 at 80%.	\$321,792		\$321,792
	Fund construction in 2020 at 53%.		\$927,675	\$927,675
Additional Consideration				
Gray Street - Reed St to Velp Av - Reconstruction	City of Green Bay to reintroduce Gray Street for 2018-2022 STBG Program; Green Bay has requested that the project be placed at top of priority list.			ltd
Total:		\$1,796,714	\$1,378,751	\$3,175,465

* Note: STBG program for 2017 has capacity of \$2,039,777. STBG program does not have capacity for 2018 or 2019.

Projects funded and completed in 2017 will not affect the 2018-2022 STBG capacity.

The table above represents the MPO staff recommendation. The reallocation scenario recommended is designed to maximize the amount of STBG funding available for projects in the current funding cycle and the next funding cycle.

L. Conard noted in addition to funding existing 2017 projects at the 80% maximum and one 2020 project at 70%, two projects on the approved contingency projects were identified and recommended for funding. They include: two additional buses for Green Bay Metro and reconstruction of Vanderperren Way (CTH HH) from Ashland Avenue to Holmgren Way. In addition, the City of Green Bay has requested that Gray Street be moved to the top of the priority list for the next STBG award cycle.

L. Conard stated that the Transportation Subcommittee made a recommendation for approval of the scenario presented.

L. Conard reviewed the programming and funding adjustments made to other federal funding programs and projects, noting that they were relatively minor.

L. Conard asked three times if anyone else wished to speak. Hearing no comment, L. Conard closed the public hearing.

L. Conard noted that in addition to this public hearing, MPO staff:

- posted a legal notice twice in the local newspaper
- held 15-day public review and comment period
- submitted amendment to 170+ interested parties
- posted amendment on the Brown County website
- posted amendment on Facebook and Twitter

4. Discussion and action on the Mid-Year Update – Major Amendment #2 to the 2016-2020 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area.

Discussion occurred concerning some of the minor changes WisDOT made to its program.

A motion was made by M. Malcheski and seconded by K. Flom to approve the Major Amendment #2 to the 2016-2020 Transportation Improvement Project (TIP) for the Green Bay Urbanized Area with the reallocation of STBG fund as recommended by staff and the Transportation Subcommittee. Motion carried.

5. Discussion and action regarding the allocation of surplus funds from the Green Bay Urbanized Area's CY 2016 Section 5310 Program.

L. Conard stated that Section 5310 is a federal program which provides funding for specialized transportation services for seniors and individuals with disabilities. The Brown County Planning Commission Board of Director's decide which projects to fund in the Green Bay Urbanized Area. Last fall staff solicited applications, ranked them, and provided recommendation for approval to the BCPC. Two projects were funded; two vehicles for the Curative Connections transportation program and one vehicle to the Disabled American Veterans to transport veterans to medical appointments. L. Conard noted that the BCPC allocated approximately \$131,000 of the \$161,000 leaving approximately \$30,000 available to fund additional project(s).

L. Conard referred to the staff report in the agenda packet and stated staff is recommending that the \$30,000 be awarded to Green Bay Metro to partially fund a transportation mobility manager program beginning in late 2016. L. Conard stated that the mobility manager has been a need identified in many plans and programs for a number of years. The mobility manager will be in charge of identifying appropriate forms of transportation largely for seniors, persons with disabilities, and low-income individuals. The ADRC and several other human service agencies in Brown County have been advocating for this position and Green Bay Metro has agreed to take on this responsibility. The mobility manager, although housed at Green Bay Metro, will work with individuals and agencies in all of Brown County, not just the area currently served by Green Bay Metro. The MPO, Green Bay Metro, and the ADRC are looking at various funding sources to sustain this position. L. Conard noted that the funds will no longer be available after June 3, 2016 and if the funds are not used they will need to be turned back to the federal government.

Discussion occurred on the merits of the transportation mobility manager and related services as well as a sustainable funding strategy for the program.

A motion was made by M. Malcheski and seconded by G. Pahl to approve the funding request for Green Bay Metro for a specialized transportation mobility manager. B. Erickson abstained from voting. Motion carried.

6. Director's Report

C. Lamine stated that he received Peter Schlein's resignation. Peter accepted a position with the City of De Pere Community Development Department. Peter's last day with Brown County will be noon on Friday, June 10, 2016.

C. Lamine noted that the Green Bay area school district asked staff to pass along their appreciation for selecting their four applications for Safe Routes to School Plan funding.

C. Lamine shared an article from the American Planning Association magazine where he and C. Runge were interviewed on roundabouts.

A motion was made by B. Erickson and seconded by J. Ward to receive and place on file the Directors Report. Motion carried.

7. Brown County Planning Commission staff updates on work activities during the months of April and May, 2016.

C. Lamine was asked to give a brief update on County Highway GV as it relates to references in the staff activity report. C. Lamine noted that there have been meetings with Ledgeview staff and a surveyor developer looking at a new subdivision at the intersection of X and GV and locating a curve for the potential road location for the future bridge.

C. Lamine was asked to provide an update on the Rural Specialized Transportation Study. C. Lamine noted that A. Schuette is currently preparing the study and anticipates presenting draft recommendations to the working group in August. It is anticipated that the full report will be presented to the ADRC Board in September.

A motion was made by S. Grenier and seconded by K. Janssen to receive and place on file the staff updates on work activities of April and May, 2016.

8. Other matters.

N. Dantine asked if there were any agenda items for a July meeting and noted that normally the BCPC Board of Directors July meeting is cancelled. No agenda items for a July meeting were identified.

C. Lamine asked for suggestions for where to hold the August BCPC Board of Director's meeting.

9. Adjourn.

A motion was made by G. Pahl and seconded by M. Harris to adjourn. Motion carried.

The meeting adjourned at 7:40 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
August 3, 2016**

June and July, 2016 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the June 1 Brown County Planning Commission Board of Directors meeting.
- Attended two Economic Development Committee Department Head meetings with County Executive.
- Coordinated and developed the overall 2017 Planning and Land Services Department budget.
- Facilitated staff meetings with Planning Division and PALS Manager Staff.
- Attended June 27 Planning, Development and Transportation Committee meeting.
- Met with County Executive and various county representatives regarding potential improvements and development of the Brown County Research and Business Park.
- Prepared for and participated in an EIS Lead Agencies meeting with WisDOT staff, and the County Principal Transportation Planner.
- Reviewed applications for the MPO's vacant Transportation/GIS Planner I position.
- Participated in several meetings coordinating the Capital Improvements Plan submittal and Project Charter for the replacement of the 30 year old Brown County AS 400 based Land Records and Tax Records System with management staff of the Planning and Land Services, Technical Services, Administration Departments and the County Treasurer's office.
- Attended the July 25, Planning, Development and Transportation Committee meeting to present the Land Records and Tax Records System replacement system for CIP and RFP approval.
- Successfully completed a CDBG-ED Grant close out report for a grant to Marquis Yachts, LLC in Pulaski, WI.
- Completed a loan security subordination agreement for a Brown County Economic Development Revolving Loan Fund program loan as approved by the loan committee.
- Chaired the July 26 Land Information Council meeting.
- Prepared for and participated in a meeting with the County Planning Director, County Executive, and a representative of the Greater Green Bay Area Chamber of Commerce to discuss the status of the Southern Bridge and Arterial Streets Project.
- Attended an Economic Development Partners Roundtable meeting that was hosted by Advance.
- Worked with the Principal Transportation Planner to analyze a county highway project cost-sharing proposal by the Brown County Public Works Department.
- Met with Public Works Director and County Executive to discuss planning related issues associated with a county highway project cost-sharing proposal by the Brown County Public Works Department.
- Served as the Brown County representative to the City of De Pere TIF #7 Joint Review Board meeting on July 19.
- Met with County Executive and representatives of WHEDA to discuss economic development and housing programs.

- Participated with the County Executive and Eric Fowle, Executive Director of East Central Regional Planning Commission regarding an I-43 Economic Development initiative.
- Attended the June 15 Brown County/Green Bay Professional Football Stadium District meeting.
- Completed required Human Resources supervisory training.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Prepared for and participated in a conference call with a potential Surface Transportation Block Grant (STBG) funding applicant and the County Senior Transportation Planner.
- Prepared for and participated in a meeting with the County Transportation/GIS Planner and the Brown County Public Works Department Director and Engineering Manager regarding bicycle and pedestrian facilities on and along county highways for the 2016 Brown County Bicycle and Pedestrian Plan Update.
- Continued to work on a bicycle and pedestrian crash analysis for the 2016 Brown County Bicycle and Pedestrian Plan Update.
- Prepared for and participated in a meeting with the County Senior Transportation Planner and representatives of Green Bay Metro and the Aging and Disability Resource Center (ADRC) of Brown County regarding establishing a Specialized Transportation Mobility Manager Program for Brown County.
- Developed a staff report to the BCPC Board of Directors regarding a request from Green Bay Metro to use unallocated funds from the CY 2016 Section 5310 Program to establish a Specialized Transportation Mobility Manager Program in 2016.
- Developed a brief paper regarding reasons for including the Southern Bridge and Arterial Streets Corridor on Wisconsin's portion of the National Critical Urban Freight Corridors system.
- Prepared for and participated in a monthly EIS Lead Agencies meeting with the County Planning Director and representatives of WisDOT.
- Prepared for and participated in a meeting with the County Planning Director, County Executive, and a representative of the Greater Green Bay Area Chamber of Commerce to discuss the status of the Southern Bridge and Arterial Streets Project.
- Attended an Economic Development Partners Roundtable meeting that was hosted by Advance.
- Developed the agenda and other information for the June meeting of the Brown County Transportation Coordinating Committee (TCC) and sent the information to the TCC members. Also chaired the TCC meeting, presented information at the meeting, and developed and sent follow-up correspondence to TCC members after the meeting.
- Developed notification memos and other information for the upcoming TCC Section 5310 Program Project Review Subcommittee meeting. The meeting will be held to discuss and rank the applications that are submitted for CY 2017 Section 5310 Program funds. The subcommittee will also develop funding recommendations for the full TCC to consider.
- Reviewed data from WisDOT's Northeast Region Travel Demand Model in preparation for a conference call with WisDOT staff regarding updates to traffic forecasts that were prepared for the State Highway 32 study in De Pere. Also participated in the conference call with WisDOT staff. This work was completed at the request of WisDOT staff.
- Discussed design options for State Highway 32 in downtown De Pere with the De Pere City Engineer.

- Researched crash data for the I-43/Manitowoc Road interchange area at the request of Village of Bellevue staff. Also discussed my findings with Bellevue staff.
- Completed the crash statistics section of the MPO's 2016 Transportation System Performance Measures Report. Also reviewed and commented on the full report.
- Worked with the County Planning Director to analyze a county highway project cost-sharing proposal by the Brown County Public Works Department. Also researched Wisconsin county highway construction and reconstruction funding policies.
- Reviewed applications for STBG funds and checked crash statistics to determine if the projects proposed in the applications would correct crash problems. Also met with the County Senior Transportation Planner to discuss scores for the applications.
- Performed field reviews of proposed STBG projects with the County Senior Transportation Planner.
- Developed the MPO's draft cost allocation plan for 2017.
- Developed the transportation grant form for the PALS Department's 2017 budget.
- Reviewed applications for the MPO's vacant Transportation/GIS Planner position.
- Began to develop the 2017 MPO Transportation Planning Work Program.
- Developed the MPO's report and reimbursement request to WisDOT for the second quarter of 2016. Also completed a second quarter expense report to the BC Administration Department.
- Prepared information for the MPO's mid-year review meeting with WisDOT and the Federal Highway Administration (FHWA). Also participated in the meeting, presented information, and answered questions from meeting participants.
- Developed a proposal to WisDOT and FHWA for federal transportation planning funds to help pay for a 2017 Brown County aerial photo project. Also answered questions from WisDOT and FHWA about the proposal and incorporated the funds into the MPO's draft 2017 budget when the proposal was approved by WisDOT and FHWA.
- Reviewed and commented on the draft 2017-2021 Transportation Improvement Program (TIP).
- Conducted three weekly MPO staff meetings.

The recent major planning activities of Aaron Schuette, Principal Planner:

- Prepared and submitted CDBG-Housing quarterly reporting materials and reimbursement request to WDOA.
- Processed purchase orders for the Northeastern Region CDBG-Housing Program and Brown County RLF-Housing Programs.
- Prepared 16 Environmental Review Records for proposed regional CDBG-Housing projects.
- Prepared 3 historic review requests for regional CDBG-Housing projects.
- Sent out CDBG-Housing or Housing-RLF applications to potential clients as requested.
- Coordinated with WDOA and City of Manitowoc regarding loan reassignments and loan paybacks.
- Updated individual obligation journals for housing rehabilitation loan projects when completed.
- Prepared a draft Brown County Housing-RLF Policy and Procedures Manual.
- Coordinated with Brown County administration regarding annual audit of Housing program files.
- Received notification of a new regional CDBG-Housing grant award from the Wisconsin Department of Administration in the amount of \$2.38 million for the next two years.

- Coordinated with the Planning Director and Office Coordinator regarding preparing the 2017 departmental budget.
- Received notification of a Wisconsin Coastal Management Program grant award in the amount of \$29,900 to prepare the Brown County Harbor, Marina, and Launch study.
- Held a meeting of the Brown County Rural Specialized Transportation Study Committee on June 7 to review the draft information to date.
- Completed a full draft of the Brown County Rural Specialized Transportation Study.
- Participated on the request for proposals review committee interviews for Brown County Courthouse dome repair consultant selection.
- Prepared and distributed Farmland Preservation Maps to the participating municipalities for updating.
- Continued developing the Brown County Farmland Preservation Plan / Agricultural Chapter of the Brown County Comprehensive Plan updates.
- Gave a presentation on the draft Town of Morrison Comprehensive Plan at an open house meeting at the Morrison Town Hall on the evening of June 9.
- Attended the Town of Morrison Board meeting on the evening of July 12 for adoption of the 2016 Town of Morrison Comprehensive Plan Update.
- Gave a presentation on the draft Village of Wrightstown Comprehensive Plan at an open house meeting at the Wrightstown Village Hall on the evening of June 15.
- Prepared a proposal to prepare the Town of Holland Comprehensive Plan Update.
- Prepared and executed a contract for the Town of Wrightstown Comprehensive Plan Update.
- Completed a draft of the Housing Chapter for the Village of Pulaski Comprehensive Plan.
- Performed an inventory of Pulaski parks for the Comprehensive Plan and Park and Open Space Plan.
- Assisted the Town of Eaton, Town of Holland, Town of Glenmore, Town of Morrison, Village of Pulaski, and Village of Wrightstown Zoning Administrators with zoning/land division questions.
- Assisted 94 members of the public or local communities with inquiries related to the CDBG-Housing program, local planning, zoning, or land division issues.

The recent major planning activities of Dan Teaters, Senior Planner:

Projects

- Shadowed the Senior Natural Resources & Land Use Planner to assist with land division and natural resources projects.
 - Began reviewing the requirements for the development of a Comprehensive Outdoor and Recreation Plan.
 - Met with Brown County Parks Director to discuss the development of the Brown County Park and Outdoor Recreation Plan.
 - Collected information from previous meetings/public input opportunities.
 - Learned the process for CSM and Plat reviews.
 - Learned how to manage and report the WI DNR Water Quality Grant.
- Certified Survey Maps (CSMs).
 - Began Review of 21 new CSMs.
 - Completed review of 12 CSMs.
 - Signed and filed 25 CSMs.
- Plats
 - Preliminary Plats.

- Began review of 2 preliminary plats.
 - Completed review of 1 preliminary plat.
- Final Plats.
 - Began review of 6 final plats.
 - Completed review of 2 final plats.
 - Signed and filed 1 final plat.
- Provided additional planning services and ESA related duties, including advice to inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Continued contact with staff from Brown County Public Works Department regarding the needs for data collection and updates related to the new MS4 Permit for Brown County.
- 2016 Brown County Park and Recreation Plan Update.
 - Continued gathering demographic information for the plan update
 - Began writing Chapters 1 (Introduction), 3 (Definitions), 4 (Planning Process), 5 (Summary of Past CORP's), and 6 (Planning Region Characteristics).
 - Began reviewing information gathered through the public participation process.
- 2016 Brown County Bicycle and Pedestrian Plan.
 - Began developing the Metropolitan Area and the Rural Area Bicycle Facility Recommendations and Justifications Chapters.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Began work on the *2017-2021 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Developed program schedule.
 - Issued request for STBG eligible projects.
 - Collaborated with WisDOT staff to identify committed roadway projects.
 - Collaborated with urban area public works staff to identify STBG eligible projects.
 - Collaborated with Metro staff to discuss and identify operating and capital programming.
 - Discussed potential applications for Federal Section 5310 Enhanced Mobility for seniors and Individuals with Disabilities program with area service providers.
 - Drafted text for the document.
- Published final *Mid-Year Update - Amendment #2 for the 2016-2020 Transportation Improvement Program (TIP) for the Green Bay Urbanized Area*.
 - Prepared final amendment document.
 - Prepared fiscal constraint demonstration.
 - Submitted amendment to FTA, FHWA, and WisDOT.
- Continued writing the draft *Action Plan* component of the *2016 Coordinated Public Transit-Human Services Transportation Plan for Brown County*. The plan is required by the Federal Transportation law FAST-Act and will allow certain federal and state human-service related transportation dollars to be applied for and received by select local agencies.
- Distributed request for project applications to interested parties regarding the *Federal Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program*. Section 5310 provides funding for capital and operating projects that improve the mobility of seniors and individuals with disabilities. This may include human service vehicles, mobility management, operating, and non-vehicle capital projects. The Brown

County Planning Commission Board of Directors is scheduled to award funding to specific project(s) in October 2016.

- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Viewed webinar entitled *Travel/Training Professional Development Resources Webinar*.
- Viewed webinar entitled *Planning for a Healthier Future* sponsored by Transportation for America. Given the federal requirement to use a performance based approach when developing transportation plans and programs, the webinar examined ways to use of performance measures to improve public health, address social equity concerns, and advance environmental quality.
- Participated in the July 13 meeting of the NE WI Regional Access to Transportation Committee. The purpose of the committee is to address issues relating to transportation for low income populations, seniors, and individuals with disabilities. Emphasis is placed on coordination and funding.
- Attended the second Rural Specialized Transportation Study Committee. The study has been commissioned by the Aging and Disabilities Resource Center of Brown County and will be authored by Aaron Schuette, Principal Planner. Recommendations coming from the plan will be key input to the required coordinated public-transit human services transportation plan. Recorded and assisted in writing meeting minutes.
- Participated in the Brown County Planning Commission Board of Directors meeting on June 1.
- Participated in the Transportation Coordinating Committee meeting on June 13. Recorded and wrote minutes.
- Participated in the Green Bay Transit Commission meeting on June 15 and July 20 and presented the May 2016 edition of the *Green Bay Metro – Quarterly Route Data and Analysis Report*.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Assisted in preparing the 2017 budget.
- Contacting municipalities, utilities, neighboring counties, and other agencies to determine project funding potential & partnerships for a 2017 aerial photo project. Sent letters, attended meetings, etc.
- Attended many meetings regarding the Land Information/Tax Collection System Replacement project; Assisted with RFP document development.
- Submitted ward data to the WI Legislative Technology Reference Bureau.
- Assisted the Parks Department with snowmobile trail mapping.
- Assisted Emergency Management with maps showing outdoor warning siren range estimates.
- Filed a report on the PLSS remonumentation grant activity.
- Coordinated & held a Land Information Council meeting on July 26.
- Produced a 911 data refresh for Public Safety Communications.
- Met with staff from Land & Water Conservation to determine ways the LIO can assist with data collection for field inspections.
- Attended a meeting to discuss the potential uses of 'drones' in Brown County.
- Assisted the planners with various projects and maps.
- Performed many edits to the GIS database (street additions/vacations, addressing, etc.).

- Provided GIS data and other services for WFRV, MSA Professional Services, Strategic Business Solutions Inc, United Engineering Consultants Inc, Ayres Associates, REI Engineering, GRAEF, Access Engineering, Birschbach & Associates, RA Smith National Inc, GEI Consultants, CQM Inc, Mead & Hunt, CH2M Hill, Golder Associates, Davis and Kuelthau, Titledown Surveying, Van Horn & Van Horn Surveying, JF Brennan, Kwaterski Construction, DeLeers Construction, Casagrande Realty, CoreLogic, Metzler-Hanson Realty Inc, Adashun Jones Real Estate, DAS Rentals, Northwind Tech, Virtual Properties Inc, Relyco Inc, Marquis Yachts, Mercer Technical Services, Natural Resource Tech, U.S. Geological Survey, CLR Design, Studio Gang Architects, The Ravine LLC, Penn State University, American Transmission Company, Wis Department of Transportation, UW-Madison, Bayside Inspections LLC, Oneida Tribe of Indians of WI, Ho-Chunk Nation, American Flood Services, Shawano County, City of Green Bay, City of DePere, Village of Pulaski, Village of Suamico, Village of Bellevue, Town of Eaton, Town of Humboldt, Town of Green Bay, Town of Scott, Town of Lawrence, Town of Pittsfield, and others.
- Assisted other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Todd Mead, Planner I - Housing:

- Prepared and ordered five (5) interim site inspections for the Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program.
- Prepared and ordered two (2) interim site inspections for the Brown County Revolving Loan Fund (RLF) Housing Program.
- Prepared and ordered four (4) housing quality standards (HQS) inspections for CDBG clients.
- Prepared and ordered ten (10) final site inspections for CDBG clients.
- Prepared and ordered two (2) final site inspections for RLF clients.
- Prepared and ordered one (1) lead-based paint assessment test for a CDBG client.
- Prepared and ordered two (2) lead-based paint assessment tests for RLF clients.
- Prepared and ordered four (4) lead-based paint clearances for CDBG clients.
- Prepared and ordered one (1) lead-based paint clearance for a RLF client.
- Met with eleven (11) CDBG clients and their contractors to prepare them for their future rehabilitation project.
- Met with two (2) RLF clients and their contractors to prepare them for their future rehabilitation project.
- Opened fifteen (15) new CDBG applications.
- Denied and closed out one (1) CDBG application.
- Prepared and closed eighteen (18) CDBG Housing Rehabilitation Loans.
- Prepared and closed two (2) RLF Housing Rehabilitation Loans.
- Submitted and corresponded with eleven (11) bid documents to CDBG applicants for future rehab projects.
- Submitted and corresponded with two (2) bid documents to RLF applicants for their future rehab project.
- Prepared, reviewed and finalized one (1) subordination agreement for an existing CDBG client.
- Reviewed and prepared two (2) satisfactions for existing CDBG clients for home sale.
- Reviewed and prepared one (1) satisfaction for an existing RLF client for home sale.
- Prepared for one Door County CDBG down payment home purchased loan.

- Attended monthly Brown County Lead Paint Coalition meetings.
- Attended staff meetings.
- Worked with Pam Daye with Aging Disability Resource Center (ADRC) of Marinette to develop a list of Marinette County's applications and mail out to that list in need of our NE Wisc Regional CDBG Program.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

Daily Work

Addressing

- Assigned two addresses for the Town of Green Bay.
- Assigned two addresses for the Town of Pittsfield.
- Assigned an address for the Town of New Denmark.
- Assigned two addresses for the Town of Eaton.

Brown County Bike and Pedestrian Plan

- Reviewed the bicycle and pedestrian facility recommendations in the 2011 Brown County Bicycle and Pedestrian Plan and compared them with each individual community's Comprehensive Plan, Safe Routes to School Plan, and/or Bicycle and Pedestrian Plan recommendations.

Green Bay Metro

- Updated route 19-G Line.
- Updated limited service routes (65am, 65pm, 70am, 70pm, 71am, 71pm, 72pm, 75am, 75pm, 76am, 76pm, 78am, and 78pm).

Performance Measures

- Completed the Green Bay Metropolitan Area Transportation System Performance Measures report.

Transportation Improvement Program

- Completed an update to TIP maps A, C, D, E, F, G, H, and I.

Website

- Updated website as needed (agendas, minutes, TIP amendment, etc.).

Meetings

- Participated in MPO staff meetings every Monday morning as needed.
- Participated in PALS staff meetings monthly as scheduled.

PORT & RESOURCE RECOVERY DEPARTMENT

Brown County

2561 SOUTH BROADWAY
GREEN BAY, WI 54304

PHONE: (920) 492-4950 FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

A regular meeting was held on **Monday May 16th, 2016**
Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:30 pm.

2) Roll Call:

Present: John Katers, Chair
Mark Vanden Busch, Vice-Chair
Norb Dantine
Ryan Holzem
Mike Van Lanen

Absent: Bill Seleen
Bud Harris
Dave Landwehr
Lisa Bauer-Lotto

Also Present: Dean Haen, Brown County P&RR
Chad Doverspike, Brown County P&RR
Mark Walter, Brown County P&RR
Chris Blan, Brown County P&RR
Shelby Schraufnagel, Brown County P&RR

3) Approval/Modification – Meeting Agenda – *Request for Approval*

A motion to approve the agenda was made by Mike Van Lanen and seconded by Ryan Holzem. Unanimously approved.

4) Approval/Modification – Meeting Minutes of March 28th, 2016 - *Request for Approval*

A motion to approve the March 28th, 2016 meeting minutes was made by Norb Dantine and seconded by Mark Vanden Busch. Unanimously approved.

5) Announcements/Communication

Mr. Haen announced that the Brown County Stakeholders meeting has been set for June 15th at the Brown County Port & Resource Recovery. The meeting will take place in the afternoon. The

ld

BOW Stakeholders meeting with Outagamie County's Highway, Recycling and Solid Waste Committee as well as Winnebago County's Solid Waste Management Board will take place on June 22nd in the afternoon. A regular Brown County Solid Waste Board meeting will be on June 22nd as well.

Mr. Haen recognized and congratulated Mr. Katers on his appointment as Dean of the new College of Science and Technology at the University of Wisconsin Green Bay.

6) Drop-off Unloading Area Budget Adjustment and Bid Ward – Request for Approval

Mr. Haen explained that installing a drop-off unloading area at the Waste Transfer Station will eliminate the amount of residential traffic inside the Transfer Station. In 2015, it had been budgeted under Contracted Services and carried over to the 2016 budget. The Finance Department determined that the concrete pad and asphaltting will need to be depreciated; therefore, it needs to be budgeted under Outlay and requires a budget adjustment approved by the County Board. Mr. Doverspike explained that four vendors bid on the unloading area. Foth originally estimated that the project would cost \$42,000-45,000; however, additional features (steel plating, etc) were added to the project and bids from all of the vendors came back higher than expected. It is important to note that all of the bids that came in were from out-of-county businesses. The company with the lowest qualified bid was Blue Sky.

Chairman Katers asked if any of the BOW partners have done work with them before. Mr. Doverspike responded that no, no one from BOW has done work with them. Purchasing spoke with them on the phone and relayed that they seemed like a reputable company. Mr. Van Lanen asked how long has Blue Sky been in business. Mr. Doverspike responded that he was not sure. The board asked Mr. Doverspike to look into their references.

A motion to approve the Drop-Off Unloading Area Budget Adjustment and Bid Award was made by John Katers and seconded by Mark Vanden Busch. Motion was carried unanimously.

7) School Carton Recycling Education Proposal – Request for Approval

Mr. Walter explained that the Carton Council granted \$5,000 for Brown County to start carton education in schools. Grants for \$5,000 were also awarded to Outagamie and Winnebago Counties. Brown, Outagamie and Winnebago Counties have been working together to find an educator to do the work. A proposal from We Cycle was received. They are charging \$4,515 to implement carton recycling education in Howard/Suamico and east De Pere school districts. From there they will develop a model that will be able to be implemented in other schools in the County. Given that the cost is less than \$5,000 this proposal doesn't need to go through County Board approval or Solid Waste Board approval. Mr. Haen explained that he would still like to see support from the Solid Waste Board.

A motion to support the School Carton Recycling Education Proposal was made by Norb Dantine and seconded by Mike Van Lanen. Support was carried unanimously.

8) Fox River Fiber – Update

Mr. Haen stated that some communication has been occurring between Brown County, Outagamie County and Fox River Fiber. A response to Fox River Fiber complaint was sent by

March 31st. The court directed Fox River Fiber and Brown County to schedule a teleconference. This teleconference took place on May 12th between Fox River Fiber and the law firm of Michael Best & Friedrich. The court is saying that this issue needs to be resolved. Brown County believes Fox River Fiber is willing to sign Amendment #3 of the Agreement as long as Outagamie County is willing to cooperate. With this lawsuit, the Department has communicated with Outagamie County that if this cannot be resolved they will be impeded in the lawsuit as well.

Mr. Van Lanen asked if there is a timeline for Outagamie County to respond. Multiple communications have occurred and negotiations are desired by Brown County. The Press Gazette has done a public information request regarding this situation. Mr. Van Lanen suggested checking with Corporation Counsel to see if the public information request is on-going and open or was the request just for all of the information up to the point of the request. Mr. Holzem asked if they have asked for information from the other counties. Mr. Haen stated that he would assume so.

9) Paint Recycling Evaluation – Update

Mr. Haen explained that one of the Department goals for 2016 was to research paint recycling and as part of the agenda packet the evaluation was included. Mr. Blan stated that prior to 2010 mixed paint was given to the public as a means to reduce cost. Now paint is sent to a paint recycler, freeing up more than five hours of labor. Costs are basically a wash with the recycler. Mr. Blan thought that in-house paint recycling could be a product that is added to the goal of resource recovery. He researched what kind of options there are and what other paint recyclers operations are like. Amazon Paint, Austin Texas and Metro Paint in Oregon are three of the larger paint recycling operations in the U.S. Only Amazon and Metro Paint sell their paint for a profit. Mr. Blan determined what price paint could be sold for in Brown County. It could be sold for approximately \$10 per gallon. Mr. Blan looked into what type of equipment and capital investment would be needed to start paint recycling. The Department takes in about 80,000 pounds (about 10,000 gallons) of paint each year. With a dispersion mixer 90% of that paint could be recycled. An \$8.68 production cost could be reached. This leads to \$9,500 a year in revenue. Mr. Blan added that paint would be sold in two gallon containers to save money on packaging.

Mr. Haen added that a worry is how much of this will be desirable quality recyclable paint. His recommendation to Mr. Blan is that the revenue side of the evaluation needs to be further researched. There should be a guarantee that 50-60% of the paint will be purchased or at least a clear interest that public entities or businesses would be willing to pay \$10 per gallon.

Mr. Blan explained that the colors of each batch could not be replicated. Batches would be made 200 gallons at a time. The color of the entire batch would be the same but from batch to batch the shades would vary. Another option would be to use recycled paint as a base paint that could be tinted and sold to paint manufacturers. Mr. Holzem asked if Amazon or Metro Paint does any testing on the quality of their paint. Mr. Blan stated that they do and they offer a 5 year warranty. One huge difference is that what the Department would collect in one year is what Metro Paint collects in one quarter.

Mr. Van Lanen asked what the investment cost is to get this started. Mr. Blan stated that it is \$62,000 to get the program started. This includes a used dispersion mixer instead of a brand new one.

Mr. Blan added that \$21,000-\$22,000 is spent to send latex paint to Amazon. This would eliminate the disposal cost. An additional intake of paint could come from Outagamie County. Currently, Outagamie County does not accept latex based paint. They would consider allowing residents to bring latex paint for disposal. Mr. Walter added that residents bring more quality paint when there is a charge, he would suggest continuing to charge. The American Coating Association and Paint Care are looking to have Wisconsin develop legislation for a paint stewardship program.

Chairman Katers suggested looking into Brown County's need for purchasing paint. That could be an entire cost savings in itself. He also asked if this will cause extra hours for hazardous waste employees and will another person have to be hired to handle extra hours. Mr. Blan stated that this would involve an extra 20 hours of work per week.

10) BOW C&D Recycling Analysis – Update

Mr. Walter indicated that the analysis of setting up a BOW C&D recycling operation was not deemed feasible. The report that was presented was the final analysis and recommendation of the BOW Technology Committee

Mr. Haen explained that an RFP for C&D Recycling went out and there was one bidder, Landfill Reduction & Recycling (LRR). The RFP was not awarded. BOW entered into separate negotiations with LRR after a meeting with Jason Salisbury. Currently Outagamie County does not do C&D recycling. If tonnage from Outagamie County could be guaranteed along with Winnebago and Brown Counties he would negotiate a better offer. BOW offered to give LRR a break on disposal cost of his fines and residuals since 60% of what he recycles ends up back in the landfill. He will drop his charge from \$24.75 to \$22.65 and gradually increase to \$25.35 over five years.

11) Wood Waste – Update

Mr. Doverspike stated that two vendors bid on an RFQ for clean wood waste, including materials such as pallets, decking, fencing, 2x4s and clean wood. The two vendors that bid on this were Wisconsin Wood Waste and Landfill Reduction & Recycling. Wisconsin Wood Waste was the lower bidder. They are located off of Lineville on Highway 41. They bid \$50 per semi load of accepted wood waste. The cost would stay the same for two tons or 20 tons. It will be handled at the Waste Transfer Station and Great American Disposal will load and transport it once or twice a week for recycling. GAD will charge \$135 to haul it from the Waste Transfer Station to Wisconsin Wood Waste. This year the rate for C&D will remain \$46 per ton, in 2017 the rate may decrease for clean wood waste to create an incentive for residents to voluntarily sort their clean wood waste.

12) Director's Report

Mr. Haen stated that Great American Disposal would like to extend their contract. The County only allows for a five year contract. The Department has recommended GAD to request an extension of 2 ½ years. He also told them that the offer would have to be favorable and realistic to Brown County. Mr. Haen explained that GAD has been a great contractor; they are much more reliable than the last contractor.

13) Such other Matters as Authorized by Law

There are no other matters as authorized by law.

14) Adjourn

A motion to adjourn was made by Norb Dantine and seconded by Dave Landwehr.
Unanimously approved. Meeting adjourned at 3:27 pm.

Brown County - Planning
Budget Status Report
July 31, 2016

	2016 Amended	2016 YTD	2015 Amended	2015 YTD
	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 806,918	\$ 472,078	\$ 813,780	\$ 429,821
Operating expenses	\$ 181,401	\$ 82,342	\$ 112,578	\$ 62,055
Outlay	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSES	\$ 988,319	\$ 554,420	\$ 926,358	\$ 491,876
Property taxes	\$ 306,838	\$ 178,989	\$ 234,777	\$ 136,953
Intergovernmental revenue	\$ 396,650	\$ 229,588	\$ 398,588	\$ 200,674
Public charges	\$ 40,760	\$ 38,366	\$ 42,560	\$ 20,606
Miscellaneous revenue	\$ 46,667	\$ 26,967	\$ 26,867	\$ 26,767
Other financing sources	\$ 197,404	\$ 102,082	\$ 223,766	\$ 101,792
TOTAL REVENUES	\$ 988,319	\$ 575,992	\$ 926,358	\$ 486,792

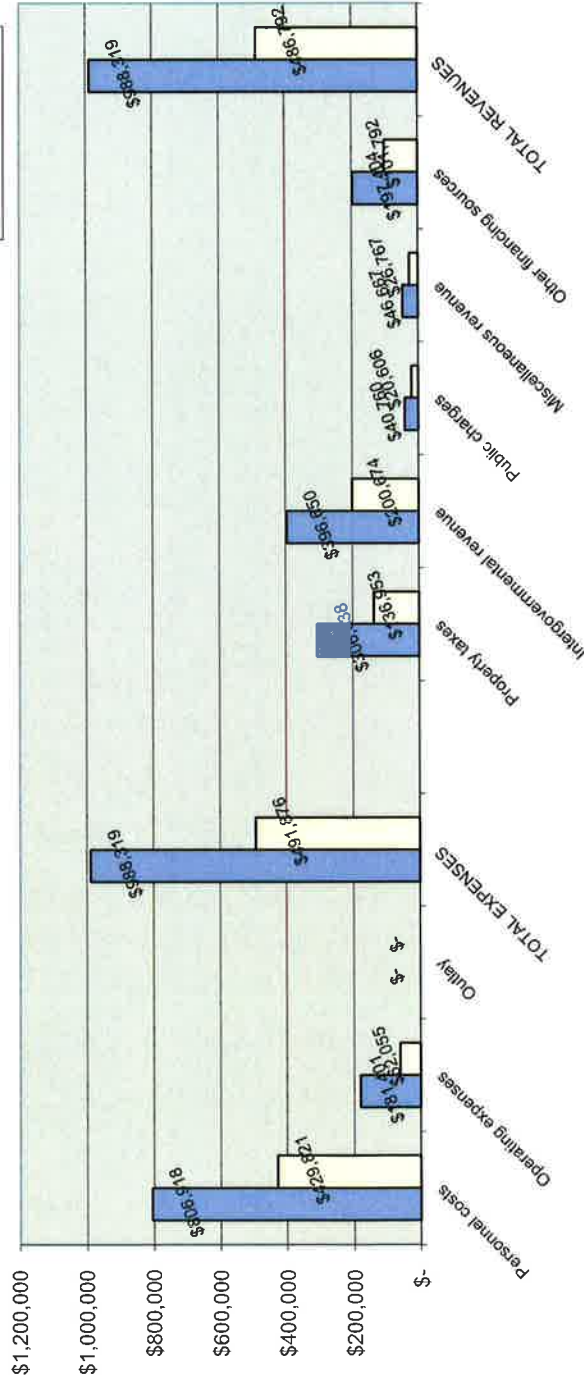
HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: All categories are at or near expectations.

Planning - July 31, 2016 - Unaudited

■ 2016 Amended Budget
□ 2015 YTD Transactions



NOTICE OF PUBLIC HEARING

A public hearing will be held by the Brown County Planning, Development & Transportation Committee on August 22, 2016, at 6:30 p.m. in Room 161, Ag & Extension Center, 1150 Bellevue Street, Green Bay, Wisconsin. The purpose of this public hearing is to solicit comments on proposed repeal and recreation of Chapter 22 (Shorelands and Wetlands) of the Brown County Code of Ordinances.

The changes made to Chapter 22 were based on the Model Shoreland Zoning Ordinance that is an update of the Wisconsin Shoreland Protection Ordinance developed by the Department of Natural Resources in December of 1967 and updated in 1985, 2010, 2014, 2015, and 2016. Initial revision was necessary when ch. NR 115, Wis. Adm. Code, was repealed and recreated in November 1980 to include wetland protection in shoreland areas. The model was written to assure compliance with the objectives of shoreland zoning enabling statutes 281.31 and 59.692, Stats, and to parallel as closely as possible the regulatory provisions of ch. NR 115 and the statutory language reflected in 1999 Wisconsin Act 9, 2011 Wisconsin Act 170, 2015 Wisconsin Act 55, 2015 Wisconsin Act 167 and Wisconsin Act 391.

The proposed ordinance can be viewed on the Brown County internet site at www.co.brown.wi.us/zoning. Copies can also be viewed Monday through Friday during the hours of 8:00 a.m. – 4:30 p.m. at the Brown County Clerk or Brown County Zoning offices located at 305 E. Walnut St., Green Bay, Wisconsin.

All persons interested are invited to attend this hearing and be heard. Written comments may be submitted to Brown County Zoning, 305 E. Walnut St., Room 320, Green Bay, WI 54301 no later than 4:30 p.m. on August 19, 2016. Any questions regarding the proposed amendments and map revisions should be directed to Brown County Zoning at (920) 448-6480.

Publish dates: August 7, 2016
August 14, 2016

Brown County - Zoning
Budget Status Report
July 31, 2016

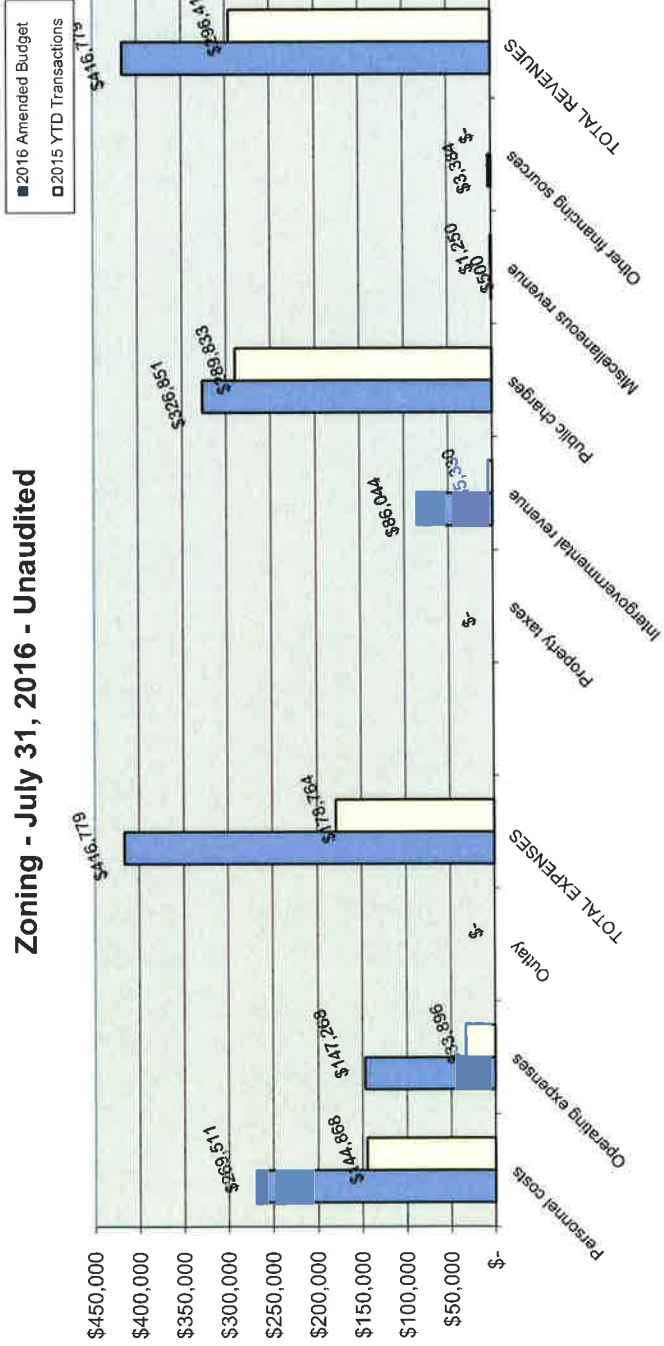
	2016 Amended		2016 YTD		2015 Amended		2015 YTD	
	Budget	Transactions	Budget	Transactions	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 269,511	\$ 158,487			\$ 266,948	\$ 144,868		
Operating expenses	\$ 147,268	\$ 36,794			\$ 139,537	\$ 33,896		
Outlay	\$ -	\$ -			\$ -	\$ -		
TOTAL EXPENSES	\$ 416,779	\$ 195,281			\$ 406,485	\$ 178,764		
Property taxes	\$ -	\$ -			\$ -	\$ -		
Intergovernmental revenue	\$ 86,044	\$ 5,001			\$ 87,191	\$ 5,330		
Public charges	\$ 326,851	\$ 290,923			\$ 315,445	\$ 289,833		
Miscellaneous revenue	\$ 500	\$ 250			\$ 500	\$ 1,250		
Other financing sources	\$ 3,384	\$ -			\$ 3,349	\$ -		
TOTAL REVENUES	\$ 416,779	\$ 296,174			\$ 406,485	\$ 296,413		

HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated.

Revenues: Public charges for P.O.W.T.S. program are progressing as planned.

Zoning - July 31, 2016 - Unaudited



Brown County – Property Listing
Budget Status Report
July 31, 2016

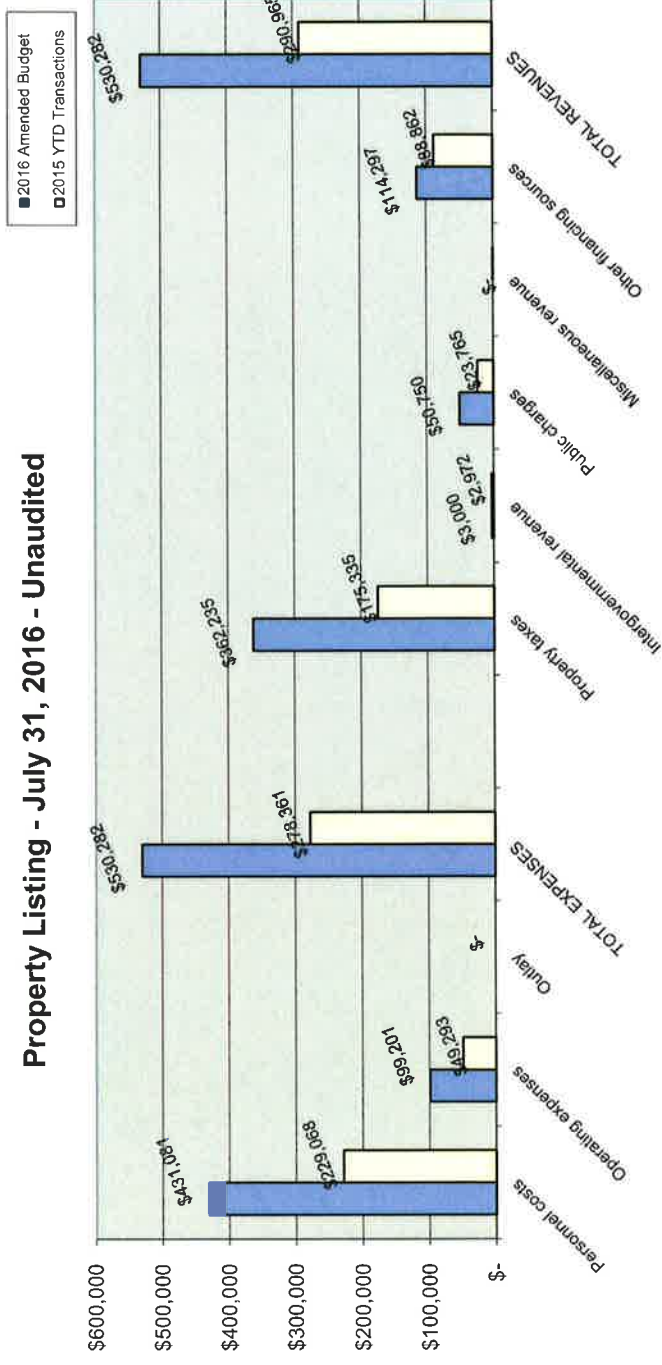
	2016 Amended		2016 YTD		2015 Amended		2015 YTD	
	Budget	Transactions	Budget	Transactions	Budget	Transactions	Budget	Transactions
Personnel costs	\$ 431,081	\$ 210,128			\$ 424,025	\$ 229,068		
Operating expenses	\$ 99,201	\$ 62,074			\$ 92,884	\$ 49,293		
Outlay	\$ -	\$ -			\$ -	\$ -		
TOTAL EXPENSES	\$ 530,282	\$ 272,202			\$ 516,909	\$ 278,361		
Property taxes	\$ 362,235	\$ 211,304			\$ 300,574	\$ 175,335		
Intergovernmental revenue	\$ 3,000	\$ 2,997			\$ 3,000	\$ 2,972		
Public charges	\$ 50,750	\$ 39,771			\$ 51,000	\$ 23,765		
Miscellaneous revenue	\$ -	\$ -			\$ 10,000	\$ 32		
Other financing sources	\$ 114,297	\$ 82,685			\$ 152,335	\$ 88,862		
TOTAL REVENUES	\$ 530,282	\$ 336,757			\$ 516,909	\$ 290,965		

HIGHLIGHTS:

Expenditures: All expenditures are within anticipated levels.

Revenues: All revenues are progressing as anticipated.

Property Listing - July 31, 2016 - Unaudited

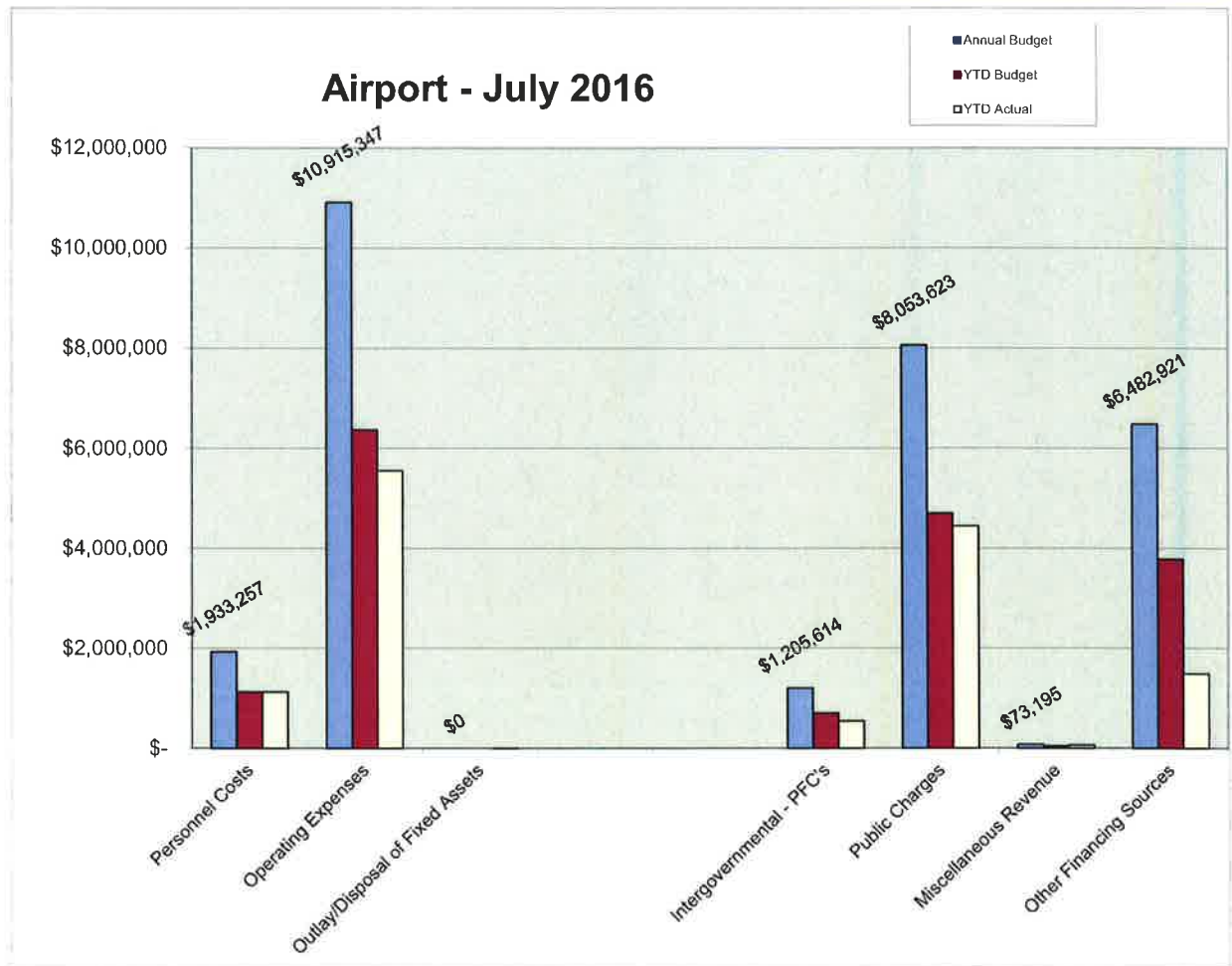


**Brown County
Airport
Budget Status Report
July-16**

	Annual Budget	YTD Budget	YTD Actual
Personnel Costs	\$1,933,257	\$1,127,733	\$1,127,749
Operating Expenses	\$10,915,347	\$6,367,286	\$5,548,378
Outlay/Disposal of Fixed Assets	\$0	\$0	-\$2,290
Intergovernmental - PFC's	\$1,205,614	\$703,275	\$540,011
Public Charges	\$8,053,623	\$4,697,947	\$4,440,444
Miscellaneous Revenue	\$73,195	\$42,697	\$59,121
Other Financing Sources	\$6,482,921	\$3,781,704	\$1,487,043

+

HIGHLIGHTS		
Revenue through the end of July is running pretty much in line with the budget, except for Other Financing Sources. This is due to very late starts on an FAA-funded aircraft parking apron, and State funded partial reconstruction of a service road.		
Expenses are running approximately \$800,000 under budget through July.		
Thru July	Pax On	% (+/-)
2016	165,194	- 6.2%
2015	176,050	



Green Bay - Austin Straubel International Airport

Departmental Openings Summary
To: Planning, Development & Transportation Committee
From: Airport

8/16/2016

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Maintenance Mechanic - Airfield	8/25/2016	Resigned - Took position with City of Green Bay	Fill	

**PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE
AGENDA ITEM FORM**

DEPARTMENT:

Airport

AGENDA ITEM:

Demolition of the old Flight Services Building.

See attachment.

BRIEF BACKGROUND:

The building has been vacant for approximately 15-years. Furthermore, due to the location, the property is more valuable to the county/airport for aeronautical facilities rather than an office-type building.

WHAT PROPOSED ACTION IS NEEDED, IF ANY:

The staff recommendation would be to accept the low bid of \$68,500 from Badgerland Demolition & earthwork Inc.

Removal of this building was included in our 2016 budget.



Tabulation Record / Intent to Award Documentation

305 E. Walnut Street, Green Bay, WI 54305 Phone (920) 448-4040 Fax: (920) 440-4036
 Web: www.co.brown.wi.us

Project Number:	2084
Project Name:	Demo of Old Flight Service Building at Airport
Type of Project (RFB, RFP, RFQ):	RFB
Purchasing Representative:	Dale DeNamur
Due Date:	August 10, 2016
Opening Date:	August 10, 2016
Location:	11:00 AM
Location:	11:00 AM
Location:	Northern Building, 2nd Floor, Room 201

CONTRACTOR	CITY, STATE	BASE BID	BID BOND	Addenda Acknowledged?			Intent To Award
				ADD 1 - Site Visit List	ADD 2 - Q&A		
1 Vinton	Manitowoc, WI	\$ 78,480.00	Yes	Yes	Yes		
2 Express Excavating	New Franken, WI	\$ 80,717.00	Yes	Yes	Yes		
3 Badgerland Demolition & Earthwork, Inc.	DePere, WI	\$ 68,500.00	Yes	Yes	Yes		X

**PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE
AGENDA ITEM FORM**

DEPARTMENT:

Airport

AGENDA ITEM:

Demolition of the old Runway Tavern, associated house & outbuildings.

See attachment.

BRIEF BACKGROUND:

The building has been vacant for several years and is not worth moving. In its present condition the buildings are an attractive nuisance.

WHAT PROPOSED ACTION IS NEEDED, IF ANY:

The staff recommendation would be to accept the low bid of \$44,570 from Express Excavating.

Sufficient funds to proceed with this project are available in the 2016 Airport budget.



Tabulation Record / Intent to Award Documentation

305 E. Walnut Street, Green Bay, WI 54305 Phone (920) 448-4040 or Fax: (920) 440-4036
Web: www.co.brown.wi.us

Project Number:	2088
Project Name:	Demo of Van Boxtel Property
Type of Project (RFB, RFP, RFQ):	RFB
Purchasing Representative:	Dale DeNamur
Due Date:	August 10, 2016
Opening Date:	August 10, 2016
Location:	11:00 AM
Location:	11:00 AM
Location:	Brown County Clerk's Office
Location:	Northern Building, 2nd Floor, Room 201

	CONTRACTOR	CITY, STATE	BASE BID		Addenda Acknowledged?			Intent To Award
					ADD 1 - Site Visit List	ADD 2 - Q&A		
1	Vinton	Manitowoc, WI	\$ 58,500.00		Yes	Yes		
2	James Welding & Truck Repair	Oneida, WI	\$ 60,200.00		Yes	Yes		
3	Express Excavating	New Franken, WI	\$ 44,570.00		Yes	Yes		X
4	Badgerland Demolition & Earthwork, Inc.	DePere, WI	\$ 45,850.00		Yes	Yes		

September 21, 2016

**AN ORDINANCE TO AMEND SECTIONS 4.49 AND 4.57 OF THE BROWN
COUNTY CODE OF ORDINANCES ENTITLED, RESPECTIVELY, AS "EXTRA
PAY" AND "POLICY"**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF BROWN DOES
ORDAIN AS FOLLOWS:

Section 1 – Subsection (3) of Section 4.49 of the Brown County Code of Ordinances is hereby deleted in its entirety and replaced with the following:

(3) Emergency Call in Pay for Highway Department Crew & Airport Crew. In the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of two (2) hours of work at time and a half.

Section 2 – Subsection (4) of Section 4.49 of the Brown County Code of Ordinances is hereby deleted in its entirety and replaced with the following:

(4) Call in Pay. In the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of two (2) hours of work.

Section 3 – Subsection (5) of Section 4.49 of the Brown County Code of Ordinances is hereby created to read as follows:

(5) Compensation During Temporary Assignment. A temporary assignment is an assignment for a minimum of ninety (90) days or more, which requires approval by the Human Resources Manager and notification to the County Executive. The Human Resources Manager will recommend the appropriate rate of pay for the temporary assignment. A temporary assignment may not continue beyond six (6) months without approval from the Human Resources Manager.

Section 4 – Subsection (6) of Section 4.49 of the Brown County Code of Ordinances is hereby created to read as follows:

(6) Increased Pay for Work of another Classification. In certain cases an employee is eligible to receive increased compensation while performing the work of another classification:

(a) Foreman or leaderworker duties: If employees assume these duties and work at least one (1) full day at that level.

(b) Training Officer Pay: Perform on the job training and evaluations of new hired employees. (Telecommunicator and Correctional Officer)

Section 5 – Subsection (4) of Section 4.57 of the Brown County Code of Ordinances is hereby deleted in its entirety.

Section 6 – This Ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,

EXECUTIVE COMMITTEE

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

Fiscal Note: This Ordinance does not require an appropriation from the General Fund. The Highway Department has budgeted for time and a half pay in the 2016 budget. The Airport is a proprietary fund and the projected cost is \$2,500 for 2016.

~~4.57 OVERTIME AND COMPENSATORY POLICY.~~

~~(4) In the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of two (2) hours of work.~~

To

4.49 EXTRA PAY (note: please insert and move existing (3), (4), down to (5), (6)...)

(3) Emergency Call in Pay for Highway Department Crew & Airport Crew. In the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of two (2) hours of work at time and a half.

(4) Call in Pay. In the event a non-exempt employee is called in outside of the normal scheduled hours, the employee shall be guaranteed a minimum of two (2) hours of work.

Fiscal Note: This resolution does not require an appropriation from the General Fund. The Highway Department has budgeted for time and a half pay in the 2016 budget. The Airport is a proprietary fund and the projected cost is \$2,500 for 2016.

PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.

DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: August 22, 2016
RE: Summary of Operations

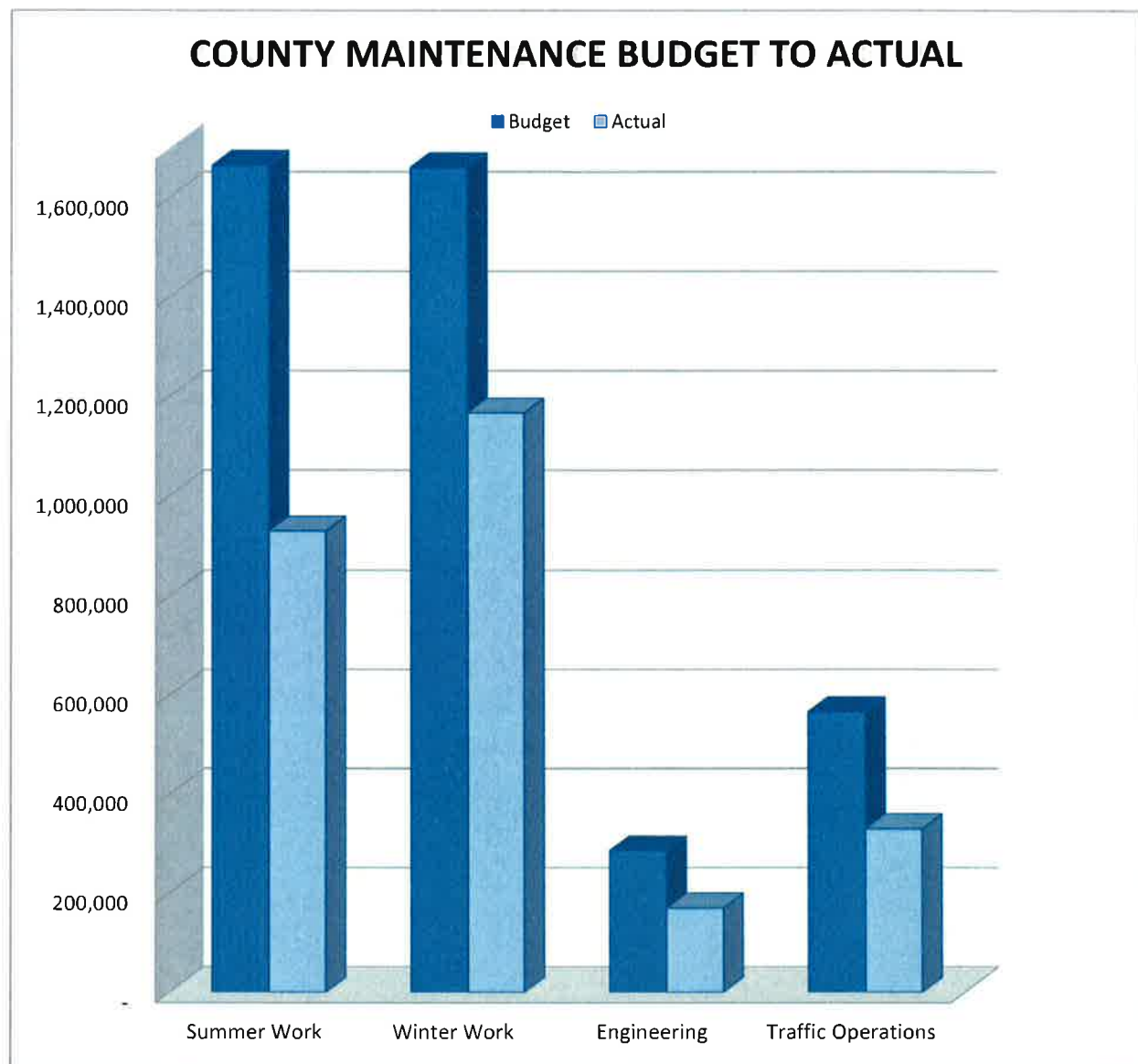
The Public Works Department is performing at a normal budget rate through the month of July. The end of July represents 58.33% of the year. Here is a summary of our operations:

(240) County Maintenance	62.12%
(660) State Maintenance	49.64%
(660) Other Work (Interdepartmental, Municipal, etc.)	56.39%
(400) Capital Projects	34.96%
Facilities	52.13%

Please see the attached charts for more details.

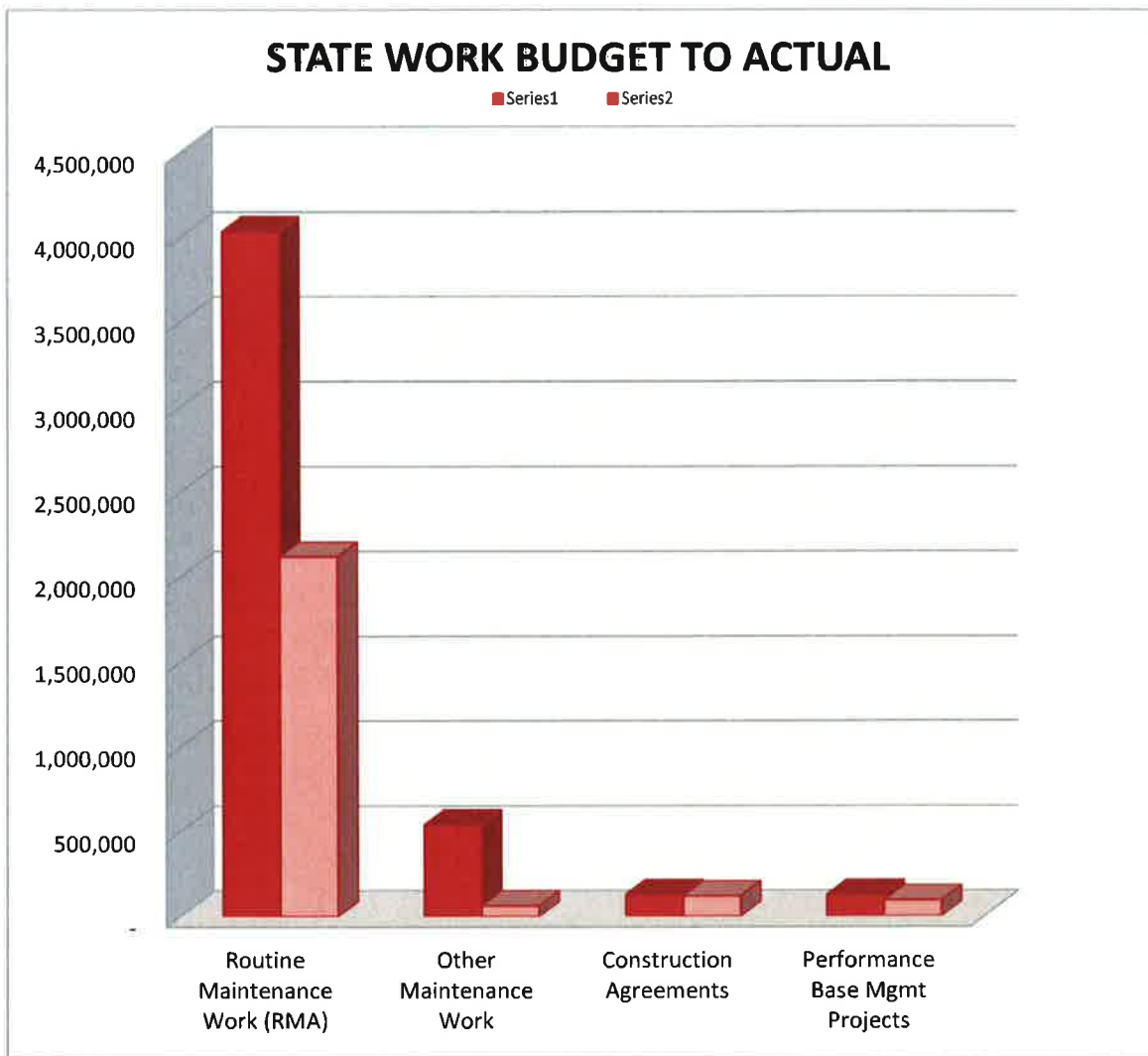
**BROWN COUNTY PUBLIC WORKS
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240
AS OF 7/31/16**

	Budget	Actual	Remaining	Percentage Used
Summer Work	1,663,949	928,414	735,535	55.80%
Winter Work	1,659,750	1,165,913	493,837	70.25%
Engineering	285,000	169,485	115,515	59.47%
Traffic Operations	566,000	329,535	236,465	58.22%
Total	4,174,699	2,593,347	1,581,352	62.12%



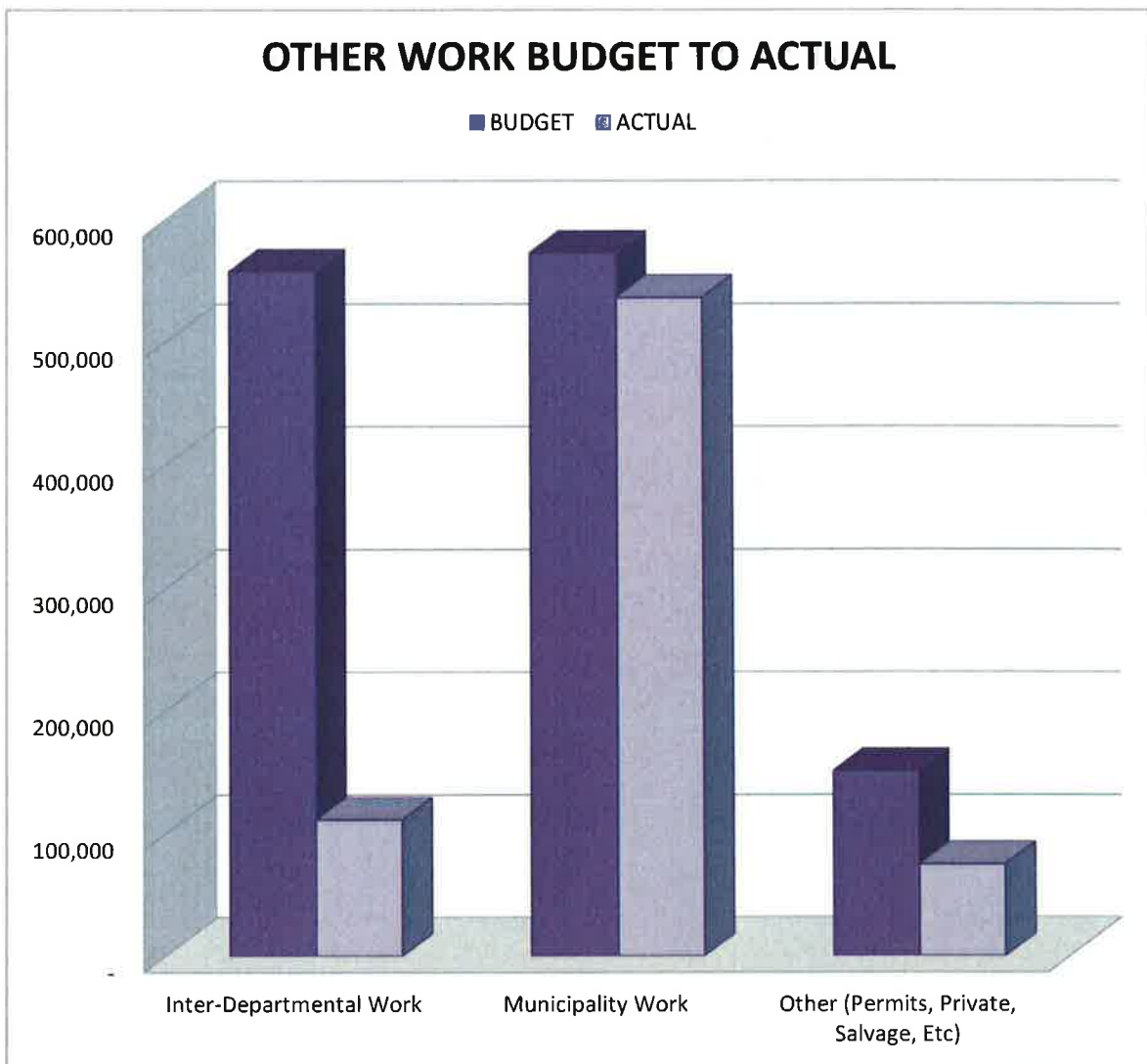
BROWN COUNTY PUBLIC WORKS-HIGHWAY STATE WORK BUDGET TO ACTUAL AS OF 7/31/2016

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	4,034,100	2,119,994	1,914,106	52.55%
Other Maintenance Work	538,805	62,542	476,263	11.61%
Construction Agreements	129,009	119,846	9,163	92.90%
Performance Base Mgmt Projects	125,782	93,852	31,930	74.61%
Total	4,827,697	2,396,234	2,399,532	49.64%



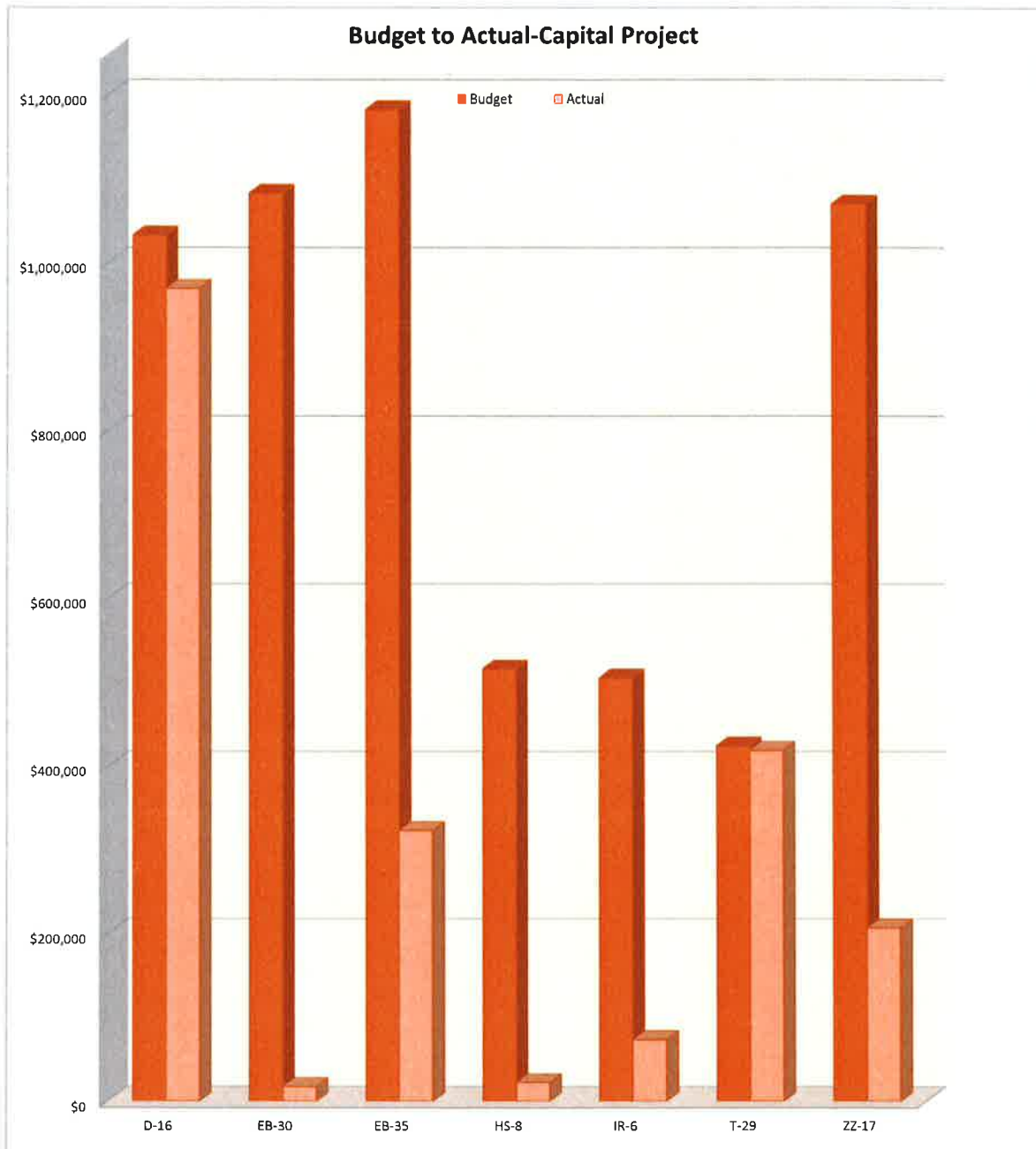
**BROWN COUNTY PUBLIC WORKS-HIGHWAY
OTHER WORK BUDGET TO ACTUAL
AS OF 7/31/2016**

	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	557,755	111,148	446,607	19.93%
Municipality Work	572,800	536,570	36,230	93.67%
Other (Permits, Private, Salvage, Etc)	150,685	74,757	75,928	49.61%
Total	1,281,240	722,475	558,765	56.39%



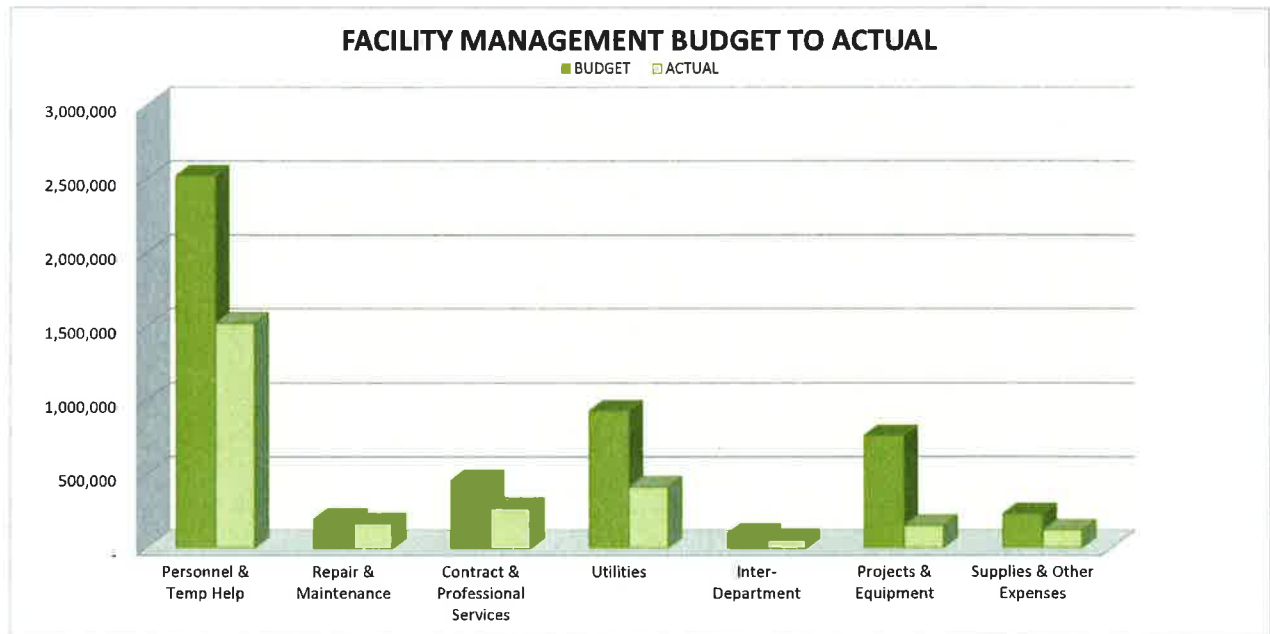
**BROWN COUNTY HIGHWAY DEPARTMENT
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL
AS OF 7/31/16**

Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
D-16	Rescondition CTH D - River St to Red Maple Rd	100%	\$1,032,612	\$969,108	\$63,504	93.85%
EB-30	Concrete Pavement Repair CTH EB - STH 54 to STH 29	100%	\$1,082,441	\$17,712	\$1,064,729	1.64%
EB-35	Resurfacing CTH EB - CTH G to STH 172	96%	\$1,182,365	\$323,517	\$858,848	27.36%
HS-8	Concrete Pavement Repair CTH HS - Riverview to Glendale	100%	\$516,500	\$22,550	\$493,950	4.37%
IR-6	Resurfacing CTH IR - CTH B to Quietwood Trail	100%	\$505,783	\$73,582	\$432,201	14.55%
T-29	Rescondition CTH T - RR to STH 54	99%	\$424,572	\$419,322	\$5,250	98.76%
ZZ-17	Reconstruction CTH ZZ - At Meadowlark Rd	100%	\$1,070,000	\$206,832	\$863,168	19.33%
Total			\$5,814,273	\$2,032,622	\$3,781,651	34.96%



**BROWN COUNTY PUBLIC WORKS
FACILITY MANAGEMENT BUDGET TO ACTUAL
AS OF 7/31/2016**

	Budget	Actual	Remaining	% Used
Personnel & Temp Help	2,519,951	1,522,944	997,007	60.44%
Repair & Maintenance	195,805	167,398	28,407	85.49%
Contract & Professional Services	455,678	270,479	185,199	59.36%
Utilities	931,264	415,351	515,913	44.60%
Inter-Department	99,414	58,546	40,868	58.89%
Projects & Equipment	762,833	152,072	610,761	19.94%
Supplies & Other Expenses	231,435	121,843	109,592	52.65%
Total	5,196,380	2,708,633	2,487,747	52.13%



PUBLIC WORKS DEPARTMENT

Brown County

2198 GLENDALE AVENUE
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PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

TO: PD&T Committee
FROM: Paul Fontecchio, P.E.
DATE: August 22, 2016
RE: Director's Report

SNOW PLOW ROUTE OPTIMIZATION:

The DOT has finished the snow plow route optimization for Brown County on August 15, 2016. We are working with the local DOT reviewing the routes and staffing levels needed. On August 18, 2016 we picked up a Wisconsin DOT owned "Tow Plow" that was available from Washburn County. This tow plow will be utilized on the new I-41 corridor plowing mainline this winter and will allow for one plow to plow two lanes at one time. There was no cost to the county for this piece of equipment.



PROJECTS:

Courthouse Dome: The architectural contract has been signed with a project kick-off meeting planned for the end of August.

CTH EB: Resurfacing completed from Waube Lane to STH 172. Resurfacing from CTH G to Waube Lane will be completed by the end of August.

CTH HS: Concrete repair north of Glendale Avenue is completed. Repair work will continue during the DOT closure of the Velp Avenue interchange with I-41.

CTH YY: Pilgrim Way reconstruction continues between the STH 172 ramps and Holmgren Way. Work is completed from the STH 172 ramps to Ashland Avenue. CTH YY is anticipated to be open to traffic in early/mid-September.

CTH N: Storm sewer and earthwork construction continues. Overall the project is on schedule and construction will continue to the end of October.

CTH X: Webster Avenue was closed at the Canadian National Railroad line on July 18th for reconstruction of the CTH X bridge. The bridge will be closed through the end of October.

CTH ZZ: Construction began August 8th at Meadowlark Road. Work is anticipated to continue through the end of September.

State Work: At the request of the DOT, County forces worked on bridge sealing, concrete pavement blowout repairs and concrete repairs to STH 57. In addition, County forces performed asphaltic milling and repairs on STH 54 and STH 96.

TWELVE-HOUR DAYS:

Highway Division: Highway reported 1004.50 hours of overtime in July 2016. Substantially, all overtime was related to roadway maintenance projects. The amounts in excess of 12 hours per day for July are attached.

Facility Management Division: Facilities reported 90.75 hours of overtime in July 2016. The overtime was related to longer cleaning shifts to cover vacancies and mechanical repairs. The amounts in excess of 12 hours per day for July are attached.

STAFFING REPORT:

See Attached Table.

Public Works - Highway Division
12-Hour Work Days
7/31/2016

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
7/5/2016	Tilkens, Todd	state PBM (6), T-29 undercut (4), county maintenance (2)	12
7/7/2016	Drewiske, Doug	Holland paint (8) HS-8 sign (4)	12
7/7/2016	Heinzen, Jake	holland paint (8) EB-35 sign, (1), HS-8 sign (3)	12
7/7/2016	Michlig, Logan	holland paint (8) EB-35 sign, (1), HS-8 sign (3)	12
7/7/2016	Peot, Jesse	Holland paint (8) HS-8 sign (4)	12
7/11/2016	Drewiske, Doug	Accident 16.28949 fatality	13.25
7/11/2016	Hennes, Pat	Accident 16.28949 fatality	14.25
7/12/2016	Heinzen, Jake	signing	12.25
7/12/2016	Jacobs, mark	signing	12
7/12/2016	Michlig, Logan	signing	12
7/12/2016	Peot, Jesse	signing	12
7/14/2016	Cisler, Mike	JJ-21 grade & undercut	13
7/14/2016	Kane, Kurt	JJ-21 grade & undercut	12
7/14/2016	Thompson, Bill	JJ-21 (3) T. Wrightstown (9.5)	12.5
7/14/2016	VandenElzen, Ken	JJ-21 grade	13.5
7/25/2016	Drewiske, Doug	signing	12
7/25/2016	Jacobs, mark	EB-35 traffic control	12
7/25/2016	Peot, Jesse	signing	12.25
7/26/2016	Dixon, Darrell	signing	13.5
7/26/2016	Goral, Nick	EB-35 mill	12.25
7/26/2016	Ignatowski, Paul	EB-35 mill	12.25
7/26/2016	Jacobs, mark	EB-35 traffic control	13.5
7/26/2016	Michlig, Logan	signing	13.5
7/26/2016	Peot, Jesse	signing	13.5
7/27/2016	Dixon, Darrell	signing	13.5
7/27/2016	Drewiske, Doug	signing	14.25
7/28/2016	Sequin, Scott	Hauling (10) Oconto Cty (3.25)	13.25
7/29/2016	Dixon, Darrell	state Inc #16.31795 fatality	13.75
7/29/2016	Drewiske, Doug	state Inc #16.31795 fatality	13.75
7/29/2016	Sticka, John	state Inc #16.31795 fatality	13.5

Public Works - Facilities Division
12-Hour Work Days
7/31/2016

DATE	EMPLOYEE	OPERATION PREFORMED	HOURS WORKED
7/11/2016	Pickett, Mike	Jail Security Maintenance	13
7/12/2016	Pickett, Mike	Jail Security Maintenance	12.25
7/13/2016	Pickett, Mike	Jail Security Maintenance	13.5

BROWN COUNTY PUBLIC WORKS STAFFING SUMMARY

AS OF 7/31/16

HIGHWAY DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Operations Manager	8/3/15	Termed	Fill	In Process	N/A
Superintendent	8/4/15	Termed	Hold		
Highway Crew Re-classed to Sign Crew	3/24/16	Resigned	Filled	7/18/16	N/A
Highway Crew Re-classed to Sign Crew	4/15/16	Retired	Filled	7/18/16	N/A
Highway Crew	4/25/16	Transferred	Fill	In Process	N/A
Senior Civil Engineer	6/20/16	Transferred	Fill	In Process	N/A
Highway Crew	7/18/16	Transferred	Fill	In Process	N/A
Highway Crew	7/18/16	Transferred	Fill	In Process	N/A
Highway Crew	7/21/16	Resigned	Fill	In Process	N/A

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	12.2	10.2
Electrician	1.0	1.0
Engineering	6.0	5.0
Mechanics / Shop	11.0	11.0
Highway Crew	67.0	63.0
Sign Crew	2.0	2.0
Summer	4.0	3.69 *
LTE	0.5	0.5 *
TOTAL	103.7	96.39

FACILITY MANAGEMENT DIVISION:

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Housekeeper	5/2/16	Transferred	Hold		
Housekeeper (0.5)	5/23/16	Termed	Hold		
Housekeeper	6/20/16	Transferred	Hold		

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	5.8	5.8
Facility Technicians	2.0	2.0
Facility Mechanics	7.0	7.0
Facility Workers	9.0	9.0
Housekeeping	18.5	16.0
Electrician	1.0	1.0
Summer Help	0.46	0.46 *
TOTAL	43.76	41.26

* NOTE: Starting 4/20/16 – the Department began hiring our Seasonal LTE & Summer employees – numbers reflected in “Actual FTE’s” for both divisions.



SPEED STUDY FOR CTH MM FROM CTH G TO I-43

Background Information

From the Wisconsin Transportation Bulletin No. 21:

"The state has set speed limits for all roads. However, municipalities can change speed limits for their roads under authority and guidelines in the Wisconsin Statutes."

"Power to set speed limits rests with the state. Local or state officials have authority to change these limits within the limitations in Chapter 349.11 (see Table 1). They must conduct an engineering and traffic investigation to determine a reasonable and safe speed limit. The limit must then be legally adopted by the local authority and appropriate signs erected."

"Engineering studies should include the following:"

- 85th Percentile Speed
- Reported Accidents
- Development / Driveway Access
- Sight Distances
- Road Geometrics
- Parking and Pedestrian/Bicycle Conflicts
- Pavement Surface
- Enforcement Level

85th Percentile Speed

The "Wisconsin Statewide Speed Management Guidelines" also states that "85th percentile speed is the speed at or below which 85 percent of the observed traffic travels. The 85th percentile speed has been found to best represent the "reasonable" and "proper" speed perceived by motorists and is a key characteristic of traffic conforming to a "safe" and "reasonable" speed limit. While 15 percent of the observed motorist travel above the perceived "reasonable" and "proper" speed, studies have shown that this group of motorists causes many of the vehicle crashes along roadways. This is also the group at which enforcement action is most effectively targeted. Studies have also indicated that the lowest risk of being involved in a crash occurs when motorists travel at approximately the 85th percentile speed."

The functional class is a Rural Major Collector, and the speed limit is 55 mph.

The speeds were collected at two different times for this roadway. The first was May 28, 2015 to June 1, 2015 (Thursday to Monday) and the 85th percentile speed was 63 mph, and there were approximately 1475 vehicles per day of which 11% are trucks. There is a speed differential between the 15th and 85th percentile speeds of approximately 14 mph.

Early this summer the parking lot for Fonferek Glen Park was expanded and in August this year no parking signs were posted, the speeds were then checked again on August 12, 2016 to August 15, 2016 (Friday to Monday). It was found that the 85th percentile speed was slightly lower at 59 mph, and there were approximately 1240 vehicles per day of which 5% are trucks. There is a speed differential between the 15th and 85th percentile speeds of approximately 14 mph.

Reported Accidents

Since 2010 there have been 28 accidents on CTH MM, 2 of which was alcohol or falling asleep at the wheel, 2 where weather related, 1 was due to a trailer detaching, and 1 due to a dog, and 11 were due to deer.

Of the 11 remaining accidents 7 where due to drivers not able to negotiate the curve at Dutchman Rd and Elm View Rd, 3 where people failing to stop to oncoming traffic from a side street, and 1 was due to inattentive driving.

Currently the curve is marked at 35 mph, and has an Horizontal Alignment Sign with an Advisory Speed Plaque and a One Direction Large Arrow for each approach to the curve. There are also two chevrons in the south bound direction spaced approximately 20' apart south of the One Direction Large Arrow. According to table 2C-4 in the 2011 Wisconsin MUTCD Brown County has the required signs posted.

There is a concern that there has been 7 accidents negotiating the curve in the past 6 years, currently the Horizontal Alignment Signs with the Advisory Speed Plaque are about 700-ft in advance of the curve. According to the Wisconsin MUTCD table 2C-4 the advance placement of the warning signs should be between 300 and 400-ft. If Chevrons are used spacing should be approximately 120 feet apart beginning and ending at the curve.

The crash rate for this segment of roadway is 2.37 crashes per million vehicle-miles. For comparison the comparable average is 2.06 crashes per million vehicle-miles for this type of road according to Highway Safety Information System (HSIS), when a crash rate reaches 3.52 crashes per million vehicle-miles that is critical.

USLIMITS2 was utilized to evaluate the recommended speed limit based on existing speeds and accidents, USLIMITS2 recommends the use of 55 mph for this roadway segment.

Development / Driveway Access

CTH MM is in the Town of Ledgeview. The majority of the property along CTH MM is currently zoned A-2 Agriculture with some R-R residential. There is a county park (Fonferek's Glen Conservancy Area) on Memory Lane, and the bridge, located at the same location, is posted 25 ton.

Residential housing is scattered throughout the corridor. The majority of the closer spaced driveways are just west of Glenmore Rd. In a 1,000-ft stretch the average space between driveways are 213-ft. Access density is not at a level that would require a reduction in speed.

Sight Distance

After evaluating the sight distances along the vertical alignment, the sag curves at the bridges have an estimated design speed of 55 mph and 35 mph. The bridge with a 35 mph design speed is on Dutchman Rd over a stream approximately 500' west of the curve to Elmview Rd. The 35 mph design speed sag curve is currently between the posted advisory speed of 35 mph and the 90 degree curve in the roadway. If the Advisory Speed Plaque is moved to be closer to the recommended advance distance, the plaque will not be in advance of the bridge.

The roadway is fairly flat, with some hills mostly between the west end and the 90 degree curve; the steepest grade being approximately 3%.

Road Geometrics

Roadway is straight with a 90 degree bend. The roadway has two 12-ft lanes with a 2-ft paved shoulder and a 3-ft gravel shoulder.

Parking and Pedestrian/Bicycle Conflicts

There is some pedestrian and bicycle activity on the roadway generated by Fonferek's Glen. Current roadway geometry does not allow for bicyclists and pedestrians to travel outside the roadway on the shoulder.

A resident on CTH MM has requested a lower speed limit, or wider shoulders in order to accommodate pedestrian safety.

Pavement Surface

The roadway is Asphalt, resurfaced in 2013, and has a WiSLR rating of 6 in 2015. WiSLR ratings are 1-10 with 10 being newly placed pavement.

Enforcement Level

The existing enforcement level is complaint based.

Recommendation

Brown County Public works recommends moving the Horizontal Alignment Signs with the Advisory Speed Plaque between 300 and 400-ft in the south bound direction in advance of the curve, and 600-ft in the east bound direction in advance of the curve and bridge.

Brown County does not recommend, at this time, to reduce the speed limit for CTH MM. Pedestrian and bicycle traffic is present due to the county park. Because the 85th percentile traffic is running at 59 mph, and even the 50th percentile is at 53 mph, reducing the speed to accommodate these safety factors will likely result in an increase of crashes.

Brown County Public Works will continue to monitor the area, along with requesting the Brown County Sheriff's Department to monitor the speeds and parking restrictions in the area.

The roadway was recently resurfaced, but when resurfaced or reconstructed in the future, wider shoulders should be evaluated for this roadway.

Table 1
Speed Limits and Authority to Change

Fixed Limits – Statute 346.57(4) ^(a)	Local Government Authority ^(b) – Statute 349.11(3) and (7) ^(a)
65 mph – Freeway / Expressway	WisDOT only.
55 mph – State Trunk Highways (STHs)	WisDOT only.
55 mph – County Trunk Highways (CTHs), town roads	Lower the speed limit by 10 MPH or less.
45 mph – Rustic roads	Lower the speed limit by 15 MPH or less.
35 mph – Town road (1,000' min) with 150' driveway spacing	Lower the speed limit by 10 MPH or less.
25 mph – Inside corporate limits of a city or village (other than outlying district)	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
35 mph – Outlying district ^(c) within city or village limits	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
35 mph – Semi-urban district ^(d) outside corporate limits of a city or village	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
15 mph – School zone, when conditions are met	Raise the speed limit to that of the roadway. Lower the speed limit by 10 MPH or less.
15 mph – School crossing, when conditions are met	Raise the speed limit to that of the adjacent street. Lower the speed limit by 10 MPH or less.
15 mph – Pedestrian safety zone with public transit vehicle stopped	No changes permitted.
15 mph – Alley	Lower by 10 MPH or less.
15 mph – Street or town road adjacent to a public park	Lower by 10 MPH or less.
Construction or maintenance zones, as appropriate ^(e)	State and local agencies have authority to establish.

Notes:

- (a) Source: Updated 2007-2008 Wisconsin Statutes Database
- (b) All speed limit changes **shall** be based on a traffic engineering study, including modifications allowed under State Statute. Local governments can implement speed limit changes on the local road system without WisDOT approval when proposals are within the constraints identified above.
- (c) Per Statute 346.57(1)(ar) “outlying district” is an area contiguous to any highway within the corporate limits of a city or village where on each side of the highway within any 1,000 feet buildings are spaced on average more than 200 feet apart.
- (d) Per Statute 346.57(1)(b) “semiurban district” is an area contiguous to any highway where on either or both sides of the highway within any 1,000 feet buildings are spaced on average more than 200 feet apart.
- (e) Guidance on establishing speed limits in work zones is available in http://dotnet/dtid_bho/extranet/manuals/tgm/13/13-05-06.pdf.

Modified from original found in WisDOT Traffic Guidelines Manual, Chapter 13-5-1, Figure 1, June 2009.

September 21, 2016

**AN ORDINANCE TO AMEND SECTION 4.57 OF THE BROWN COUNTY CODE
OF ORDINANCES ENTITLED "POLICY"**

THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY OF BROWN DOES
ORDAIN AS FOLLOWS:

Section 1 – Subsection (5) of Section 4.57 of the Brown County Code of Ordinances is hereby created to read as follows:

(5) Overtime Compensation for Non-Exempt Employees of the Airport & Highway Department. Non-exempt employees of the Airport and Highway Department shall receive one and one-half (1.5) times their regular hourly rate of pay for all hours worked outside the established workday and/or the established workweek set by the Department Head so long as consistent with governing law, including the Federal Fair Labor Standards Act and the state's wage and hour laws.

Section 2 – This Ordinance shall become effective upon passage and publication pursuant to law.

Respectfully submitted,
PLANNING, DEVELOPMENT &
TRANSPORTATION
-and-
EXECUTIVE COMMITTEE

COUNTY EXECUTIVE

Date Signed: _____

Final Draft Approved by Corporation Counsel

Fiscal Note:

PUBLIC WORKS DEPARTMENT



2198 GLENDALE AVENUE
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576
EMAIL: bc_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.
DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: July 19, 2016
REQUEST TO: PD&T Committee
MEETING DATE: July 25, 2016
REQUEST FROM: Paul Fontecchio, P.E.
PD&T Committee

REQUEST TYPE: ☐ New resolution ☐ Revision to resolution
☒ New ordinance ☐ Revision to ordinance

TITLE: 4.57(5) Overtime Compensation for Highway Department Crew & Airport Crew.

ISSUE/BACKGROUND INFORMATION:

Per the request of the PD&T Committee at the June 27, 2016 meeting, this ordinance has been drafted for their consideration.

As discussed at the June 27, 2016 PD&T meeting, paying employees at the Highway Department and Airport for all hours worked outside the established workday and/or the established workweek will address some problems that are present with the current ordinance. First, it will allow for a more accurate billing, by billing overtime to accidents, snow plowing, or special events (like a race). The county can avoid billing overtime at the end of a workweek to the county or a municipality during normal work hours. Second, it would resolve the problem the employees have with not wanting to take time off or work extra hours on weeks with holidays or planned vacations as any extra hours worked don't count as overtime until 40 hours of work has been put in.

ACTION REQUESTED:

Approval of the proposed ordinance.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact?
 - \$43,587.89 in additional cost (pay and fringe) per year for Public Works (based on 2015 data).
 - \$43,927.23 in additional revenue per year for Public Works (based on 2015 data) with the following breakdown; \$14,624.62 charged to the Wisconsin DOT, \$11,066.79 charged to the County 240 fund, \$14,472.93 charged to capital projects

(bond/levy), and \$3,762.90 charged to other sources – municipal, inter-department, private, etc.

- \$1,689.50 in additional cost (pay and fringe) per year for Airport (based on 2015 estimates) that would be charged to the Airport operating fund.

b. If part of a bigger project, what is the total amount of the project? \$ _____

c. Is it currently budgeted? ☐ Yes ☒ No

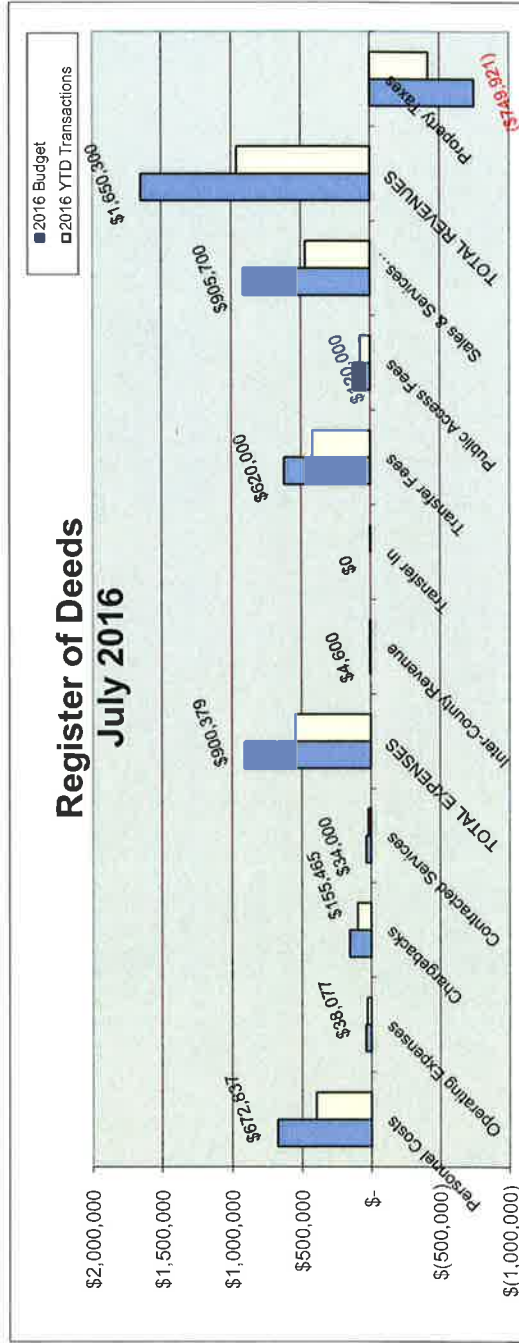
1. If yes, in which account? _____

2. If no, how will the impact be funded? See above under 1a.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

Brown County Register of Deeds
"Unaudited" Budget Status Report
 July 2016 vs July 2015

	2016		2016 YTD			2015		2015 YTD	
	Budget	Transactions	Budget	Transactions		Budget	Transactions	Budget	Transactions
Personnel Costs	\$ 672,837	\$ 396,328			Personnel Costs	\$ 672,674	\$ 357,292		
Operating Expenses	\$ 38,077	\$ 27,028			Operating Expenses	\$ 39,714	\$ 23,136		
Chargebacks	\$ 155,465	\$ 98,125			Chargebacks	\$ 144,809	\$ 81,753		
Contracted Services	\$ 34,000	\$ 18,659			Contracted Services	\$ 23,000	\$ 10,540		
TOTAL EXPENSES	\$ 900,379	\$ 540,040			TOTAL EXPENSES	\$ 880,197	\$ 472,721		
Inter-County Revenue	\$ 4,600	\$ 3,463			Inter-County Revenue	\$ 4,600	\$ 3,238		
Transfer In	\$0	\$470			Transfer In	\$ -	\$0		
Transfer Fees	\$ 620,000	\$ 415,018			Transfer Fees	\$ 471,330	\$ 417,438		
Public Access Fees	\$120,000	\$ 73,186			Public Access Fees	\$ 107,100	\$ 76,942		
Sales & Services Revenue	\$ 905,700	\$ 466,693			Sales & Services Revenue	\$ 1,040,300	\$ 483,676		
TOTAL REVENUES	\$ 1,650,300	\$ 958,830			TOTAL REVENUES	\$ 1,623,330	\$ 981,294		
Property Taxes	(\$749,921)	(\$418,790)			Property Taxes	(\$743,133)	(\$508,573)		



Departmental Openings Summary

Aug-16

To: Planning & Development

From: Register of Deeds

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Vital Records Specialist	6/6/2016	Transfer within office	Fill	

Ex: Transfer, Wage, Working Conditions